AGENDA

A Regular Board Meeting for:
SAN ANTONIO HOUSING TRUST FOUNDATION
will be held at the
City Tower Room B 00.W410, on the Concourse Level
100 W Houston 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, June 13, 2025, beginning at 2:30 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 **100 W Houston St., San Antonio, TX 78205** at 2:30 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 **May 16, 2025.**
3. **Public Comment** – Interested speakers will have 3 minutes each to address the Board on agenda items or housing policy related matters.
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.
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.
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: June 9, 2025, at 5:30 pm

San Antonio Housing Trust Foundation
Agenda Item 2

This item includes the approval of minutes from the **May 16, 2025,** meeting.

SAN ANTONIO HOUSING TRUST FOUNDATION
2025 OFFICIAL MEETING MINUTES

DATE: May 16, 2025

TIME AND PLACE: The Public Facility Corporation met in session at 3:09 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, Councilmember Jalen McKee-Rodriguez, Marinella Murillo, Jane Paccione, Councilmember Dr. Adriana Rocha Garcia, and Councilmember Phyllis Viagran.

ABSENT: 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; Sabine Miramontes - SEFLA Languages Interpreter; Justin Holley- Executive Director for Thrive Youth Center; Astarison "Star" Armstrong- Thrive Youth Center; Paola Aguirre Serrano- Borderless Design Studio; Megan Navarro- Robert E. Lee Tenants Union Founder.

1. CALL TO ORDER AND ROLL CALL: The meeting was called to order by President Dr. Rocha Garcia and the roll was called by Lauren Bejaran Cardona.

2. DISCUSSION AND POSSIBLE ACTION TO APPROVE MINUTES OF APRIL 18, 2025.
MINUTES COMMISSION ACTION:
Councilmember Dr. Kaur motioned, and Councilmember Castillo seconded to approve the April 18, 2025, minutes with the noted corrections.
Ayes: 10 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.
Justin Holley, Executive Director of the Thrive Youth Center, spoke in support of SAHT Foundation Agenda Item #4 for the ULI Youth Housing Stability Workshop.

Astarison "Star" Armstrong, Thrive Youth Center, spoke in support of SAHT Foundation Agenda Item #4 for the ULI Youth Housing Stability Workshop.

Paola Aguirre Serrano, Designer for Borderless Design Studio, spoke in support of SAHT Foundation Agenda Item #4 for the ULI Youth Housing Stability Workshop.

4. BRIEFING ON THE YOUTH HOUSING STABILITY WORKSHOP FOCUSING ON HOUSING STRATEGIES AND RECOMMENDATIONS FOR YOUTH EXPERIENCING OR AT RISK OF HOMELESSNESS.
Pedro Alanis and Seema Kairam briefed the board on Item #4 for the Youth Housing Stability Workshop.

NONE.

No action taken.

5. BRIEFING, DISCUSSION, AND POSSIBLE ACTION TO APPROVE A RESOLUTION AUTHORIZING AN AMENDMENT TO THE FISCAL YEAR 2025 FOUNDATION OPERATING BUDGET AND AUTHORIZING ESTABLISHING THE FY 2025-2027 MULTI-YEAR SAHT FOUNDATION CAPITAL BUDGET FOR THE ROBERT E. LEE APARTMENTS.
   Pedro Alanis briefed the board on Item #5, to amend the FY 2025 SAHT Foundation Budget and authorize establishing the FY 2025-2027 Multi-Year SAHT Foundation Capital Budget for the Robert E. Lee Apartments.

   MINUTES COMMISSION ACTION:
   Jordan Ghawi motioned, and Councilmember Dr. Kaur seconded to approve Item #5.
   Ayes: 10 Nays: 0 Abstained: 0
   The motion passed.

6. BRIEFING AND POSSIBLE ACTION TO APPROVE A RESOLUTION TO AUTHORIZE THE EXECUTIVE DIRECTOR TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH CORAZON MINISTRIES, INC., FOR HOMELESS OUTREACH IN THE CATTLEMAN'S SQUARE AREA.
   Pedro Alanis briefed the board on Item #6, to engage Corazon Ministries, Inc for homeless outreach in the Cattleman's Square Area.

   MINUTES COMMISSION ACTION:
   Eric Cooper motioned, and Councilmember Castillo seconded to approve Item #6.
   Ayes: 10 Nays: 0 Abstained: 0
   The motion passed.

7. ADJOURNMENT
   President Dr. Rocha Garcia adjourned the meeting. There being no further business, the meeting was adjourned at 3:57 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

Briefing, discussion, and action regarding a resolution authorizing the release of a Request for Qualifications for the Robert E Lee Architectural and Engineering Services

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 complete the acquisition by August 1st.

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 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).

Key elements of the design will include

- Historic Preservation
- Universal Design
- Resident and Community Engagement
- Sustainability.

Scope of Work

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

Evaluation Criteria

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

Schedule of Events:

- Issue Date: June 16, 2025
- Pre-Submittal Conference: June 24, 2025
- Final Questions Accepted: July 7, 2025
- Proposals Due: July 18, 2025
- Finalist Interviews: July 21-25, 2025
- Board Approval: August 15th, 2025
- Finalize Contract: August 31, 2025
- Commencement Target Date: September 2025

Fiscal Impact

This action of releasing a Request for Qualifications will not require a change to the existing budget. There will be normal administrative costs to complete the procurement process. Proposals will detail cost summaries for their proposed activities in a separate sealed document from their technical response. Once the highest scoring recommendation is determined; their cost proposal will be opened, and negotiations will occur to determine a final cost. Should both parties fail to come to 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. This will be described in future board meetings. 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, INC.

RESOLUTION F25-0613-04

A RESOLUTION OF THE SAN ANTONIO HOUSING TRUST FOUNDATION, INC. APPROVING THE SUBMISSION OF A REQUEST FOR QUALIFICATIONS FOR ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES FOR THE ENGAGEMENT OF RESIDENTS AND COMMUNITY STAKEHOLDERS IN THE FULL-SCALE RENOVATION OF THE ROBERT E LEE APARTMENTS IN DOWNTOWN SAN ANTONIO; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL DOCUMENTS; AND ADDRESSING RELATED MATTERS.

WHEREAS, the San Antonio Housing Trust Foundation, Inc. (SAHTF) 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 San Antonio Housing Trust Foundation, Inc. (SAHTF), as the holder of a right of first refusal, is in the process of purchasing the Robert E Lee Apartments, a historic multifamily apartment building located at 111 W Travis St. in downtown San Antonio, Texas (sometimes, the "Property"), in order to ensure the building's continued use as high-quality, safe, and affordable housing for vulnerable, low- and moderate-income residents in San Antonio's urban core, while avoiding the displacement of current residents; and

WHEREAS, the SAHTF requires the services of an experienced community engagement and architectural consultant to effectively engage residents and community stakeholders in the design of a full-scale renovation of the Robert E. Lee Apartments, in collaboration with existing residents, local stakeholders and community members; and

WHEREAS, the SAHTF Board of Directors finds that the submission of a request for qualificaitons for an experienced community engagement and architectural consultant to undertake a community-led, trauma-informed design process to ensure that residents' needs and perspectives are fully understood and designed for is fully aligned with the mission of the SAHTF;

NOW THEREFORE, BE IT RESOLVED BY THE SAN ANTONIO HOUSING TRUST FOUDNATION, INC., 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 Foundation, Inc. hereby authorizes the release of a request for qualifications to identify and select an experienced community engagement and architectural consultant to design a full-scale renovation of the Robert E Lee Apartments, with the final deliverable at this phase meeting the documentation requirements and submission timeline for the 2027 9%

Low Income Housing Tax Credit program application, as required by the Texas Department of Housing and Community Affairs (TDHCA).

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

Section 4. 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 5. 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 6. 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 June, 2025.

SIGNED:

_____
Jane Paccione, Vice- President

ATTEST:

_____
Jordan Ghawi, Secretary

San Antonio Housing Trust Public Facility Corporation
Agenda Item 5

Discussion and possible action to approve a Resolution recommending Board of Director Appointments for the San Antonio Housing Trust Foundation, to the City Council of the City of San Antonio consistent with the restated Bylaws.

Background

At the April board meeting, the Board of Directors recommended to the San Antonio City Council the reappointment of Marinella Murillo, as "Housing Expert" board position across all four SAHT entities and Jordan Ghawi "Community Representative" to the San Antonio Housing Trust Public Facility Corporation and San Antonio Housing Trust Finance Corporation.

Both board members have continued in their respective roles as a holdover member as described above starting June 1, 2025, until the San Antonio City Council makes official appointments.

Issue

At the April board meeting, the board elected not to make a recommendation on the final board seat under "Housing Expert" based on the then current pool of applicants. As of June 9, 2025, the City Clerk's office has received the following new applications:

1. Yvette Nieto
2. Adriana Rocha Garcia

We anticipate that official City Council appointments will take place in August to October 2025, with terms set to expire on May 31, 2027.

Recommendation

Staff advise the board consider making a recommendation to the full City Council for the last "Housing Expert" board seat prior to the Mayor and City Council going on their July break, to ensure a complete set of recommendations are available prior to their selection.

Attachment:
Resolution

SAN ANTONIO HOUSING TRUST FOUNDATION
RESOLUTION NO. F25-0613-05

A RESOLUTION OF THE SAN ANTONIO HOUSING TRUST FOUNDATION ("SAHT FOUNDATION") RECOMMENDING THE "HOUSING EXPERT" BOARD OF DIRECTOR APPOINTMENT TO THE CITY COUNCIL OF THE CITY OF SAN ANTONIO, CONSISTENT WITH THE RESTATED BYLAWS, AND ADDRESSING RELATED MATTERS.

WHEREAS, the SAHT Foundation has requested and received applications to fill its "Housing Expert" Board of Director seat; and

WHEREAS, the Board of Directors desires to make a recommendation on this final board seat based on the pool of applicants received as of June 9, 2025; and

WHEREAS, the SAHT Foundation finds it appropriate to make a recommendation to the full City Council for the last "Housing Expert" board seat, prior to the Mayor and City Council going on their July break, to ensure a complete set of recommendations are available prior to their selection.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN ANTONIO HOUSING TRUST FOUNDATION, 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 Foundation hereby approves the recommendation of _____, as a SAHT Foundation Board Member, 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 June 2025.

SIGNED:

_____
Jane Paccione, Vice- President

ATTEST:

_____
Jordan Ghawi, Secretary