



# REGULAR BOARD MEETING MARCH 2, 2022



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**BOARD OF COMMISSIONERS**

Dr. Ana "Cha" Guzmán Chair	Olga Kauffman Vice Chair	Gilbert Casillas Commissioner	Dalia Contreras Commissioner	Loren D. Dantzler Commissioner	Gabriel Lopez Commissioner	Ignacio Perez Commissioner
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**PRESIDENT & CEO**

Ed Hinojosa, Jr.

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**SAN ANTONIO HOUSING AUTHORITY**

**\*REGULAR BOARD MEETING**

**Call In Phone Number: (346) 248-7799**

**Meeting ID: 93839434337# Passcode: 654170#**

**818 S. Flores St., San Antonio, TX 78204**

**1:00 p.m., Wednesday, March 2, 2022**

At least four Commissioners will be physically present at this location, but up to three other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127. The Presiding officer will also be present at this location.

**MEETING CALLED TO ORDER**

1. The Board of Commissioners or its Committee may hold a closed meeting pursuant to Texas Government Code § 551.071-076 for consultation concerning attorney-client matters, real estate, litigation, personnel, and security matters. The Board or Committee reserves the right to enter into closed meeting at any time during the course of the meeting.

**PUBLIC COMMENT**

2. **Public Comment at approximately 1:00 p.m.** (may be heard after this time) Citizens are provided up to three minutes each to speak to any agenda items. Citizens wishing to speak to items posted on the agenda should personally request to be placed on the Public Comment roster prior to 12:45 p.m. at 818 S. Flores St., San Antonio, TX 78204 or register online and access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 12:45 p.m. A Spanish/English translator will be available to citizens needing translation.

Now is the time for public comments. The Board asks the public to address concerns related to SAHA matters and policy and not include statements that may be considered defamatory of any individual. The Board encourages members of the public to direct specific concerns or problems to SAHA staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the public comment portion of the agenda.

**CITIZENS TO BE HEARD**

3. **Citizens to be Heard at approximately 1:00 p.m.** (may be heard after this time) Citizens wishing to speak on issues not related to items posted on the agenda should personally request to be placed on the Citizens to be Heard roster prior to 12:45 p.m. or register online and access Phone Number: **(346) 248-7799** and enter Meeting ID: **93839434337#** and Passcode: **654170#**, prior to 12:45 p.m. Citizens will be given up to three minutes to speak. Each citizen will be permitted to speak only once at any regular Board Meeting. A Spanish/English translator will be available to citizens needing translation.

Now is the time for Citizens to be Heard. The Board asks the public to address concerns related to SAHA matters and policy and not include statements that may be considered defamatory of any

individual. The Board encourages members of the public to direct specific concerns or problems to SAHA staff for more prompt resolution. The Board will not discuss the comments of speakers or respond to speakers during the Citizens to be Heard portion of the agenda.

## **MINUTES**

### **4. Minutes**

- Approval of the February 2, 2022, Regular Board Meeting minutes
- Approval of the February 16, 2022, Finance Committee Meeting minutes
- Approval of the February 16, 2022, Special Board Meeting minutes

## **CONSENT ITEM**

5. Consideration and approval regarding Resolution 6214, certifying that the San Antonio Housing Authority's Investment Policy and Investment strategies have been reviewed in accordance with the requirements set forth in section 2256.005 (e) of the Texas Public Funds Investment Act (Diana Kollodziej Fiedler, Chief Financial Officer)

## **DISCUSSION ITEMS**

### **6. Discussion regarding resident concerns**

### **7. President's Report**

- SAHA Receives Donation from Dell Technologies
- Villas de Fortuna Open House
- Celebrating Black History Month
- Valentine Spirit Week
- Introduction of the Master Planner for Alazan

### **8. \*Closed Session:**

#### **Consultation with Attorney**

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with Attorney regarding eviction moratoriums

#### **Security Devices and Security Audits/Consultation with Attorney**

Deliberate regarding security matters and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney) and Texas Government Code Sec. 551.076 (deliberation regarding security devices and security audits).

- Security devices and measures at Public Housing and Beacon Communities

#### **Personnel/Consultation with Attorney**

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.074 (personnel) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding President and CEO performance evaluation process

### **9. Adjournment**

\*Note: Whenever the Texas Open Meetings Act (Section 551.001 et seq. of the Texas Government Code) provides for a closed meeting in matters concerning legal advice, real estate, contracts, personnel matters, or security issues, the Board may find a closed meeting to be necessary. For convenience of the citizens interested in an item preceded by an asterisk, notice is given

that a closed meeting is contemplated. However, the Board reserves the right to go into a closed meeting on any other item, whether it has an asterisk, when the Board determines there is a need and a closed meeting is permitted.

"Pursuant to § 30.06, Penal Code, (trespass by holder license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a concealed handgun."

"Pursuant to § 30.07, Penal Code, (trespass by holder license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not attend this meeting with a handgun that is carried openly."

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**REGULAR BOARD MEETING**  
**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**818 S. Flores St., San Antonio, TX 78204**  
**1:00 p.m., Wednesday, February 2, 2022**

**SCHEDULED: 1:00 p.m. - Regular Board Meeting**

**COMMISSIONERS PRESENT:**

Dr. Ana "Cha" Guzman, Chair  
Olga Kauffman, Vice Chair  
Gilbert Casillas, Commissioner  
Dalia Contreras, Commissioner  
Gabriel Lopez, Commissioner  
Ignacio Perez, Commissioner

**COMMISSIONERS ABSENT:**

Loren D. Dantzler, Commissioner

**COUNSEL:** Doug Poneck, Escamilla &  
Poneck, LLP

**STAFF:**

Ed Hinojosa, Jr., President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Brandee Perez, Chief Operating Officer  
Tim Alcott, Chief Real Estate and Asset  
Management Officer  
Diana Kollodziej Fiedler, Chief Financial Officer  
Richard Milk, Planning Officer  
Michael Reyes, Public Affairs Officer  
Jo Ana Alvarado, Director of Innovative  
Technology  
George Ayala, Director of Procurement  
Kristi Baird, Director of Beacon Communities  
Domingo Ibarra, Director of Security

Aiyana Longoria, Director of Internal Audit  
and Interim Director of Human Resources  
Hector Martinez, Director of Construction  
Services and Sustainability  
Lorraine Robles, Director of Development  
Services and Neighborhood Revitalization  
Tom Roth, Director of Asset Management  
Joel Tabar, Director of Community  
Development Initiatives  
Zachariah Woodard, Director of Public  
Housing Program  
Stephanie Rodriguez, Interim Director of  
Assisted Housing Programs

**Item 1: Meeting called to order**

Vice Chair Kauffman called the meeting to order at 1:05 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda item. There were no citizens who spoke during the meeting.

**CITIZENS TO BE HEARD**

- Item 3: Citizens to be Heard** - Citizens wishing to speak on issues not related to items posted on the agenda were given three minutes to speak. There were no citizens who spoke during the meeting.

## MINUTES

### Item 4: Minutes

- Approval of the December 2, 2021, Regular Board Meeting
- Approval of the January 19, 2022, Operations and Real Estate Committee Meeting
- Approval of the January 26, 2022, Board Retreat or Special Committee Meeting

**Motion:** Commissioner Contreras moved to approve the Meeting minutes. Commissioner Casillas seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair			X	
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

## PUBLIC HEARING

- Item 5: Public Hearing-** Citizens are provided three minutes each to speak to Resolution 6211. There were no citizens who spoke during the meeting.

## CONSENT ITEMS

- Item 6:** Consideration and approval regarding Resolution 6203, authorizing the award of contracts for carpet and flooring purchase, replacement and installation to Impact Floors of Texas, Moerbe Enterprises dba Lone Star Carpet, and Redi Carpet Sales of Houston, Ltd. for an annual cumulative amount not to exceed \$1,000,000.00; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Kristi Baird, Director of Beacon Communities; Zachariah Woodard, Director of Public Housing)  
Consent
- Item 7:** Consideration and approval regarding Resolution 6205, authorizing the award of a contract for roof replacement at Cheryl West Apartments to Garland/DBS, Inc. through Omnia Partners, Public Sector, a Nationwide Purchasing Cooperative for an amount not to exceed \$820,236.00 (George Ayala, Director of Procurement; Hector Martinez, Director of Construction Services and Sustainability)  
Consent
- Item 8:** Consideration and approval regarding Resolutions 6206 and 22FAC-01-25, authorizing the award of a contract for Construction Manager at Risk Services to Franklin Construction LTD for an amount not to exceed \$17,315,000.00 to include project maximums for general contractor charges of 6% for general conditions, 2% for overhead, and a 4% profit; for a period of 24 months (George Ayala, Director of Procurement; Lorraine Robles, Director of Development Services and Neighborhood Revitalization)  
Consent

- Item 9:** Consideration and approval regarding Resolution 6207, authorizing the award of a contract for disparity and availability study to Keen Independent Research for an amount not to exceed \$436,990.00; for a period of nine months (George Ayala; Director of Procurement)  
Consent
- Item 10:** Consideration and approval regarding Resolution 6209, resolution in support of the second amendment to the Housing Authority of the City of San Antonio Employees' Money Purchase Pension Plan and Trust restated effective July 1, 2021 (Aiyana Longoria, Interim Director of Human Resources)  
Consent
- Item 11:** Consideration and approval regarding Resolution 6208, authorizing the San Antonio Housing Facility Corporation to declare its intent to issue bonds to provide financing for a multifamily residential rental development for persons of low and moderate income (Tigoni Villas Apartments); prescribing certain terms and conditions of such bonds; authorizing the filing of an application for allocation of private activity bonds with the Texas Bond Review Board; authorizing a capital contribution of \$500,000.00 in moving to Work (MTW) funds; and, containing other provisions relating to the subject (Thomas Roth; Director of Asset Management)  
Consent
- Item 12:** Consideration and approval regarding Resolution 6210 and Resolution 22LVPFC-01-20, authorizing reassignment of carryforward designation for the St. John's Square Apartments project, which will allow new projects to receive volume cap allocation (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)  
Consent
- Item 13:** Consideration and approval regarding Resolution 6211, authorizing (i) the Las Varas Public Facility Corporation Multifamily Housing Revenue Note (Kitty Hawk Flats Apartments) Series 2022 (the "Bonds"); (ii) the Las Varas Public Facility Corporation to approve Resolution 22LVPFC-01-21 authorizing the Bonds; (iii) the San Antonio Housing Facility Corporation to approve Resolution 22FAC-01-19 authorizing the transactions related to the Bonds, and (iv); other matters in connection therewith (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)  
Consent
- Motion:** Commissioner Lopez moved to approve items 6 - 13. Commissioner Casillas seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair			X	
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

- Item 14:** Consideration and approval regarding Resolution 6212, authorizing the San Antonio Housing Facility Corporation to approve inducement Resolutions for the following proposed 9% Low

**Income Housing Tax Credit Projects: Rainbow Drive Apartments, Cloudhaven Apartments, Eisenhower Apartments, and Manitou Apartments (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)**

Consent

**Motion:** With no objections, the Board tabled Resolution 6212 at the request of SAHA staff.

**INDIVIDUAL ITEMS**

**Item 15: Consideration and approval regarding Resolution 6197, establishing support of the Strategic Housing Implementation Plan as a coordinated countywide affordable housing strategy (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)**

Mr. Timothy E. Alcott, Chief Real Estate and Asset Management Officer, introduced Sara Wamsley, Housing Policy Administrator at City of San Antonio Neighborhood & Housing Services Department, who presented to the Board that there is a critical need for more affordable housing units in San Antonio and the need is growing. One third of people in San Antonio spend more than 30% of their income on housing, the recommended maximum amount a family should spend on housing expenses. The City of San Antonio created a Strategic Housing Implementation Plan (SHIP) to address this issue by recommending that there should be an increase in the production, rehabilitation, and preservation of affordable housing.

The SHIP continues the focus on the five large goals, which include:

1. Develop a Coordinated Housing System
2. Increase City Investment in Housing with a 10-Year Funding Plan
3. Increase Affordable Housing Production, Rehabilitation, and Preservation
4. Protect and Promote Neighborhoods
5. Ensure Accountability to the Public

The City of San Antonio will work together with SAHA to track, fund, and implement projects that increase the production, rehabilitation, and preservation of subsidized public and other affordable housing that improve the lives of SAHA residents and build sustainable, thriving communities.

**Motion:** Chair Guzman requested a motion to approve Resolution 6197. Commissioner Contreras moved to approve Resolution 6197. Commissioner Kauffman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

**Item 16: Board of Commissioners annual elections (Doug Poneck, Board Counsel)**

Doug Poneck, Board Counsel, directed the Board to hold the Board of Commissioners' annual elections.

**Motion:** Commissioner Perez nominated Dr. Ana M. “Cha” Guzman for Board Chair. Upon acceptance, and without objections, Dr. Ana M. “Cha” Guzman was confirmed as Board Chair.

**Motion:** Chair Guzman nominated Olga Kauffman for Board Vice Chair. Upon acceptance, and without objections, Olga Kauffman was confirmed as Board Vice Chair.

## **DISCUSSION ITEMS**

### **Item 17: Discussion regarding resident concerns**

Ed Hinojosa, Jr., President and CEO, recognized Brandee Perez, Chief Operating Officer, to discuss concerns regarding SAHA’s preparations for the oncoming winter storm.

Commissioner Casillas raised concerns regarding COVID safety protocols at SAHA properties, including mask-wearing requirements.

### **Item 18: President’s Report**

- SAHA Awarded HUD Grants to Expand Resident Services
- Forging a Path to Become Self-Sufficient
- Festive Holiday Sweater Walk and Run
- Resident Holiday Gift Distribution
- Resident Holiday Parties Around SAHA
- San Antonio Food Bank Pop Up Distribution
- Assistant Director Graduates From Leadership Program
- 2021 Leadership Program Class Graduates

Mr. Hinojosa informed the attendees that SAHA is the recipient of the Family Self-Sufficiency (FSS) and Resident Opportunities and Self-Sufficiency (ROSS) grants from the U.S. Department of Housing and Urban Development (HUD) totaling \$1.68 million toward hiring additional service coordinators who connect residents from public housing with supportive services and activities to put them on a path toward economic independence and housing self-sufficiency.

He then recognized the thirteen residents who are forging a path to become self-sufficient on their graduation from the FSS program.

Mr. Hinojosa then highlighted the festive holiday sweater walk and run held for SAHA staff.

Next, Mr. Hinojosa and Chair Guzman recalled the resident holiday gift distribution, which turned SAHA’s Central Office into the North Pole and distributed approximately 3,000 gifts into the hands of children and older residents to unwrap for the holidays.

Mr. Hinojosa then brought attention to the San Antonio Food Bank pop up, which saw nearly 200 pound of grains, fruits, vegetables, and various snacks distributed into the hands of families this holiday season.

Mr. Hinojosa then congratulated Susan Ramos-Sossaman, Assistant Director of Community Development Initiatives, for her graduation from the San Antonio Hispanic Chamber of Commerce’s Alexander Briseño Leadership Development Program.

Finally, Mr. Hinojosa celebrated the 2021 SAHA Leadership Program graduates for their accomplishments in successfully completing the professional development program.

Chair Guzman then recessed the meeting at 2:01 p.m. and proceeded to the San Antonio Housing Facility Corporation and Las Varas Public Facility Corporation meetings.

The Board returned from recess at 2:04 p.m.

Chair Guzman then recessed the meeting for Closed Session at 2:05 p.m.

**Item 19: \*CLOSED SESSION**

**Consultation with Attorney**

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney)

- Semi-Annual Litigation Update

The Board of Commissioners returned from Closed Session at 2:29 p.m.

Commissioner Contreras highlighted the importance of the SHIP resolution's commitments as developments come before the Board for consideration.

Mr. Hinojosa recommended continued conversation regarding policy development and SAHA's approach to future development to occur during future Closed Sessions.

Chair Guzman requested additional information regarding the funds available for redistribution and opportunities for allocation.

SAHA staff will provide this information as SAHA navigates through the budget process in the next 60 - 90 days.

**Item 20: Adjournment**

With no objections, Chair Guzman adjourned the meeting at 2:39 p.m.

**ATTEST:**

\_\_\_\_\_  
**Ana M. "Cha" Guzman**  
**Chair, Board of Commissioners**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Ed Hinojosa, Jr.**  
**President and CEO**

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**FINANCE COMMITTEE MEETING**  
**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**818 S. Flores St., San Antonio, TX 78204**  
**1:00 p.m., Wednesday, February 16, 2022**

**SCHEDULED: 1:00 p.m. - Regular Board Meeting**

**COMMISSIONERS PRESENT:**

Dr. Ana "Cha" Guzman, Chair  
Olga Kauffman, Vice Chair  
Gilbert Casillas, Commissioner  
Dalia Contreras, Commissioner  
Gabriel Lopez, Commissioner  
Ignacio Perez, Commissioner

**COMMISSIONERS ABSENT:**

Loren D. Dantzler, Commissioner

**COUNSEL:** Doug Poneck, Escamilla &  
Poneck, LLP

**STAFF:**

Ed Hinojosa, Jr., President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Brandee Perez, Chief Operating Officer  
Tim Alcott, Chief Real Estate and Asset  
Management Officer  
Diana Kollodziej Fiedler, Chief Financial Officer  
Richard Milk, Planning Officer  
Michael Reyes, Public Affairs Officer  
Jo Ana Alvarado, Director of Innovative  
Technology  
George Ayala, Director of Procurement  
Kristi Baird, Director of Beacon Communities  
Domingo Ibarra, Director of Security

Aiyana Longoria, Director of Internal Audit  
and Interim Director of Human Resources  
Hector Martinez, Director of Construction  
Services and Sustainability  
Lorraine Robles, Director of Development  
Services and Neighborhood Revitalization  
Tom Roth, Director of Asset Management  
Joel Tabar, Director of Community  
Development Initiatives  
Zachariah Woodard, Director of Public  
Housing Program  
Stephanie Rodriguez, Interim Director of  
Assisted Housing Programs

**Item 1: Meeting called to order**

Vice Chair Kauffman called the meeting to order at 1:04 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda item. There were no citizens who spoke during the meeting.

**INDIVIDUAL ITEM**

**Item 3: Consideration and appropriate action regarding Resolution 6214, certifying that the San Antonio Housing Authority's Investment Policy and Investment strategies have been reviewed**

**in accordance with the requirements set forth in Section 2256.005 (e) of the Texas Public Funds Investment Act** (Diana Kollodziej Fiedler, Chief Financial Officer)

Ms. Diana Kollodziej Fiedler, Chief Financial Officer, reported that the purpose of the review is to ensure SAHA remains in compliance with requirements set forth in Section 2256.005 (e) of the Texas Public Funds Investment Act (PFIA).

Section 2256.005 (e) of the Texas Public Funds Investment Act requires that the governing body of each covered entity review its Investment Policy and Investment Strategies not less than annually and adopt a written instrument by rule, order, ordinance, or resolution stating such.

The Investment Policy denotes the allowed investment activities, which must conform to all federal, state, and local statutes governing the investment of public and non-public funds. The policy contains relevant information to guide responsible personnel regarding authorized investment activities.

The only proposed changes to the Investment Policy are to replace the Director of Finance and Accounting title with Chief Financial Officer, as the Director position is currently vacant.

**Motion:** Commissioner Lopez moved to approve Resolution 6214. Chair Guzman and Commissioner Contreras seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

#### DISCUSSION ITEMS

**Item 4: Update and discussion regarding the Quarterly Financial Report** (Diana Kollodziej Fiedler, Chief Financial Officer)

**Item 5: Update and discussion regarding the Quarterly Internal Audit Update** (Aiyana Longoria, Director of Internal Audit)

**Item 6: Adjournment**

**Motion:** Commissioner Contreras moved to adjourn the meeting. Commissioner Lopez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			

Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

With no objections, Vice Chair Kauffman adjourned the meeting at 2:11 p.m.

**ATTEST:**

\_\_\_\_\_  
**Ana M. "Cha" Guzman**  
**Chair, Board of Commissioners**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Ed Hinojosa, Jr.**  
**President and CEO**

\_\_\_\_\_  
**Date**

**MINUTES**  
**SAN ANTONIO HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS**  
**SPECIAL BOARD MEETING**  
**Call In Phone Number: (346) 248-7799**  
**Meeting ID: 93839434337# Passcode: 654170#**  
**818 S. Flores St., San Antonio, TX 78204**  
**2:00 p.m., Wednesday, February 16, 2022**

**SCHEDULED: 2:00 p.m. - Regular Board Meeting**

**COMMISSIONERS PRESENT:**

Dr. Ana "Cha" Guzman, Chair  
Olga Kauffman, Vice Chair  
Gilbert Casillas, Commissioner  
Dalia Contreras, Commissioner  
Gabriel Lopez, Commissioner  
Ignacio Perez, Commissioner

**COMMISSIONERS ABSENT:**

Loren D. Dantzler, Commissioner

**COUNSEL:** Doug Poneck, Escamilla &  
Poneck, LLP

**TRANSLATOR:** BCC Communications

**STAFF:**

Ed Hinojosa, Jr., President and CEO  
Muriel Rhoder, Chief Administrative Officer  
Brandee Perez, Chief Operating Officer  
Tim Alcott, Chief Real Estate and Asset  
Management Officer  
Diana Kollodziej Fiedler, Chief Financial Officer  
Richard Milk, Planning Officer  
Michael Reyes, Public Affairs Officer  
Jo Ana Alvarado, Director of Innovative  
Technology  
George Ayala, Director of Procurement  
Kristi Baird, Director of Beacon Communities  
Domingo Ibarra, Director of Security

Aiyana Longoria, Director of Internal Audit  
and Interim Director of Human Resources  
Hector Martinez, Director of Construction  
Services and Sustainability  
Lorraine Robles, Director of Development  
Services and Neighborhood Revitalization  
Tom Roth, Director of Asset Management  
Joel Tabar, Director of Community  
Development Initiatives  
Zachariah Woodard, Director of Public  
Housing Program  
Stephanie Rodriguez, Interim Director of  
Assisted Housing Programs

**Item 1: Meeting called to order**

Commissioner Lopez called the meeting to order at 2:17 p.m.

**PUBLIC COMMENT**

**Item 2: Public Comment** - Citizens are provided three minutes each to speak to any agenda item. There were two individuals who signed up to speak. There were no citizens who spoke during the meeting.

**INDIVIDUAL ITEM**

**Item 3: Consideration and approval regarding Resolution 6127, authorizing the San Antonio Housing Facility Corporation to approve an inducement resolution for the Vista at Silver Oaks, a proposed 9% low income housing tax credit project (Timothy E. Alcott, Chief Real Estate and Asset Management Officer)**

Mr. Timothy E. Alcott, Chief Real Estate and Asset Management Officer, reported to the Board that today we are seeking authority to file an application with the Texas Department of Housing and Community Affairs ("TDHCA") relating to a potential 2022 9% tax credit project, the Vista at Silver Oaks Apartments, an approximately 76-unit multifamily housing project located at approximately the intersection of Silver Oaks and Brazil Drive in San Antonio (the "Project"), to be developed by Atlantic Pacific Communities ("Atlantic Pacific"). The 9% tax credit program is highly competitive and not all projects that apply will receive an allocation. Whether a project receives an allocation depends on how well it scores according to various metrics established by TDHCA.

Accordingly, we are asking you to authorize this action so that Atlantic Pacific may begin the tax credit application process with TDHCA, but we are not asking you to specifically approve or be bound to this project. This is a non-binding Resolution. This will enable us to move forward, make an application for tax credits, and begin to put financing together and negotiate the specific terms of the deal, which we will bring back to you for approval.

The Project will be new construction and will target families at 60% or below of the area median income. All of the units will be two- and three-bedroom units. The San Antonio Housing Facility Corporation will own the land and create a single member limited liability company to serve as the general partner of the tax credit partnership, which will own the project.

**Motion:** Commissioner Casillas moved to approve Resolution 6127. Chair Guzman seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			
Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner	X			

## DISCUSSION ITEMS

**Item 4: Discussion regarding Alazan update by Master Planner (Able City)**

Mr. Alcott introduced Mario Pena and Seema Kairam from Able City, who presented to the Board regarding the Alazan update.

**Item 5: Discussion regarding planned development pipeline and activities (Ed Hinojosa, Jr., President and CEO; Timothy E. Alcott, Chief Real Estate and Asset Management Officer)**

Mr. Ed Hinojosa, Jr., President and CEO, and Mr. Alcott presented to the Board regarding the planned development pipeline and activities.

Chair Guzman requested SAHA staff to present this information at the upcoming PHADA conference in May 2022.

**Item 6: Discussion regarding SAHA recruitment and staffing update (Aiyana Longoria, Interim Director of Human Resources)**

Ms. Aiyana Longoria, Interim Director of Human Resources, presented to the Board regarding the SAHA Recruitment and Staffing Update and Workforce Demographics.

**Item 7: Discussion regarding resident concerns**

There were no resident concerns discussed by the Board.

The Board recessed for the San Antonio Housing Facility Corporation meeting at 4:14 p.m.

The Board returned from recess at 4:15 p.m.

The Board recessed for Closed Session at 4:16 p.m.

**Item 8: \*CLOSED SESSION**

**Real Estate/Consultation with Attorney**

Deliberate the management, purchase, exchange, lease or value of certain real properties and obtain legal advice regarding related legal issues pursuant to Texas Government Code Sec. 551.072 (real property) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding acquisition of limited partnership interests in San Juan II

**Consultation with Attorney**

Deliberate and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.071 (consultation with attorney)

- Consultation with Attorney regarding eviction moratoriums
- Consultation with Attorney regarding security update

**Personnel/Consultation with Attorney**

Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee and obtain legal advice regarding legal issues pursuant to Texas Government Code Sec. 551.074 (personnel) and Texas Government Code Sec. 551.071 (consultation with attorney).

- Consultation with attorney regarding President and CEO performance evaluation process

The Board of Commissioners returned from Closed Session at 5:30 p.m.

**Motion:** Doug Poneck, Board Counsel, proposed a motion that the Board moves to approve as discussed in Closed Session that SAHA or its affiliates pay \$900,000 plus related transaction costs to acquire the limited partnership interest in San Juan II LTD, retain legal counsel and execute any and all documents required to consummate the transaction. Commissioner Contreras moved to approve the motion. Chair Guzman and Com. Lopez seconded the motion. Approved.

Member	Aye	Nay	Absent At Time of Vote	Abstained
Dr. Ana "Cha" Guzman, Chair	X			

Olga Kauffman, Vice Chair	X			
Gilbert Casillas, Commissioner	X			
Dalia Contreras, Commissioner	X			
Gabriel Lopez, Commissioner	X			
Ignacio Perez, Commissioner			X	

**REPORTS**

- Procurement Activity Report
- Quarterly Demographic Procurement Report
- FHP Quarterly Report

**RESOURCE**

- Schedule of Units Under Development

**Item 9: Adjournment**

With no objections, Commissioner Lopez adjourned the meeting at 5:31 p.m.

**ATTEST:**

\_\_\_\_\_  
**Ana M. "Cha" Guzman**  
**Chair, Board of Commissioners**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Ed Hinojosa, Jr.**  
**President and CEO**

\_\_\_\_\_  
**Date**

**SAN ANTONIO HOUSING AUTHORITY**

**March 2, 2022**

**BOARD OF COMMISSIONERS  
Regular Board Meeting**

**RESOLUTION 6214, CERTIFYING THAT THE SAN ANTONIO HOUSING AUTHORITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES HAVE BEEN REVIEWED IN ACCORDANCE WITH THE REQUIREMENTS SET FORTH IN SECTION 2256.005 (e) OF THE TEXAS PUBLIC FUNDS INVESTMENT ACT**

DocuSigned by:

*Ed Hinojosa Jr*

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**Ed Hinojosa, Jr.  
President and CEO**

DocuSigned by:

*Diana Fiedler*

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**Diana Fiedler  
Chief Financial Officer**

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 6214, certifying that the San Antonio Housing Authority's Investment Policy and Investment strategies have been reviewed in accordance with the requirements set forth in Section 2256.005 (e) of the Texas Public Funds Investment Act.

**FINANCIAL IMPACT:**

None.

**SUMMARY:**

The purpose of the review is to ensure SAHA remains in compliance with requirements set forth in Section 2256.005 (e) of the Texas Public Funds Investment Act (PFIA).

Section 2256.005 (e) of the Texas Public Funds Investment Act requires that the governing body of each covered entity review its Investment Policy and Investment Strategies not less than annually and adopt a written instrument by rule, order, ordinance, or resolution stating such.

The Investment Policy denotes the allowed investment activities, which must conform to all federal, state, and local statutes governing the investment of public and non-public funds. The policy contains relevant information to guide responsible personnel regarding authorized investment activities.

The only proposed changes to the Investment Policy are to replace the Director of Finance and Accounting title with Chief Financial Officer as the Director position is currently vacant.

**STRATEGIC OUTCOMES:**

Supports all strategic outcomes.

**ATTACHMENTS:**

Resolution 6214  
2022 Investment Policy

## **CERTIFICATE FOR RESOLUTION 6214**

The undersigned officer of the Housing Authority of the City of San Antonio, Texas, a Texas housing authority created pursuant to the laws of the State of Texas ("SAHA"), hereby certifies as follows:

1. In accordance with Chapter 551, Texas Government Code, as amended (the "Open Meetings Act"), and the bylaws of SAHA, the Board of Commissioners of SAHA (the "Board") held a meeting on March 2, 2022, (the "Meeting") of the duly constituted officers and members of the Board, at which a duly constituted quorum was present. Whereupon among other business transacted at the Meeting, a written

**RESOLUTION 6214, CERTIFYING THAT THE SAN ANTONIO HOUSING  
AUTHORITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES HAVE  
BEEN REVIEWED IN ACCORDANCE WITH THE REQUIREMENTS SET FORTH IN  
SECTION 2256.005 (e) OF THE TEXAS PUBLIC FUNDS INVESTMENT ACT**

(the "Resolution") was duly introduced for the consideration of the Board and discussed. It was then duly moved and seconded that the Resolution be adopted; and, after due discussion, said motion, carrying with it the adoption of the Resolution, prevailed and carried by a majority vote of the Board.

2. A true, full, and correct copy of the Resolution adopted at the Meeting is attached to and follows this Certificate; the Resolution has been duly recorded in the Board's minutes of the Meeting; each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the time, place, and purpose of the Meeting; and the Meeting was held and conducted in accordance with the Open Meetings Act and the Bylaws of SAHA.

**SIGNED AND SEALED** on March 2, 2022.



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Ed Hinojosa, Jr.  
President and CEO

**San Antonio Housing Authority  
Resolution 6214**

**RESOLUTION 6214, CERTIFYING THAT THE SAN ANTONIO HOUSING AUTHORITY'S INVESTMENT POLICY AND INVESTMENT STRATEGIES HAVE BEEN REVIEWED IN ACCORDANCE WITH THE REQUIREMENTS SET FORTH IN SECTION 2256.005 (e) OF THE TEXAS PUBLIC FUNDS INVESTMENT ACT**

**WHEREAS**, the State of Texas has passed legislation requiring written Investment Policies for all public agencies; and

**WHEREAS**, the State requires the governing body of an investing entity review its Investment Policy and Investment Strategies not less than annually and adopt a resolution stating such; and

**WHEREAS**, staff of the Authority has previously prepared the Investment Policy to meet the requirements of the State of Texas Law; and

**WHEREAS**, the only proposed change to the Investment Policy is to replace the Director of Finance and Accounting title with Chief Financial Officer, as the Director position is currently vacant.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of San Antonio Housing Authority, hereby:

Approves Resolution 6214, certifying the Investment Policy and Investment Strategies have been reviewed.

**Passed and approved the 2nd day of March 2022.**

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**Ana M. "Cha" Guzman  
Chair, Board of Commissioners**

**Attested and approved as to form:**

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**Ed Hinojosa, Jr.  
President and CEO**

## **INVESTMENT POLICY**

### **February 16, 2022**

#### **1.0 POLICY:**

It is the policy of the Housing Authority of the City of San Antonio, Texas to invest all funds in a manner that will provide the highest investment return with the maximum security while assuring sufficient liquidity to meet the daily cash flow demands of the Housing Authority. Investment activities must conform to all federal, state and local statutes governing the investment of public and non-public funds.

#### **2.0 SCOPE:**

This investment policy applies to all financial assets of the Housing Authority and related entities. These funds are accounted for in the Housing Authority Annual Audit Reports and include:

- 2.1 Operating Funds and Reserves for Public Housing, Section 8, and all programs
- 2.2 Development Reserves, Bond Proceeds, and Escrow Accounts
- 2.3 Any newly acquired or special funds
- 2.4 Non-Profit and Partnership Funds

#### **3.0 OBJECTIVE:**

As required by the Act, the investment of funds shall be governed by the following investment objectives, in order of preference:

- 3.1 Preservation and safety of principal: Investment decisions of the Authority shall be undertaken in a manner that seeks to ensure the preservation and safety of capital in the overall portfolio. To obtain this goal, adequate diversification is required to assure that potential losses on individual investments do not exceed the income generated from the remainder of the portfolio. There shall be a requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis.
- 3.2 Liquidity: The investment portfolio will remain sufficiently liquid to enable the Authority to meet all operating requirements that might be reasonably anticipated. Investment in securities with an active secondary market are preferred investments.

- 3.3 Yield and Return on Investment: The San Antonio Housing Authority investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with the Authority's investment risk constraints and cash flow characteristics of the portfolio.
- 3.4 Legal Limitations: Direct specific investment parameters for the investment of public funds in Texas are found in the Public Funds Investment Act, Chapter 2256, Texas Government Code and the U. S. Department of Housing and Urban Development Public and Indian Housing Notice 95-27 issued May 11, 1995.
- 3.5 Administrative Cost: In choosing an investment, the San Antonio Housing Authority shall consider the administrative work involved, particularly with regards to investments of short duration.

#### 4.0 PRUDENCE:

The standard of prudence to be used in the investment function shall be the "prudent person" standard and shall be applied in the context of managing the overall portfolio. Prudence shall be measured by considering the investment of all funds or funds under the entity's control over which the officer had responsibility rather than a consideration as to the prudence of a single investment.

This standard states: "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the expected income to be derived." The investment officer and those delegated with investment authority under this policy, when acting in accordance with the written procedures and this policy in accord with the Prudent Person Rule, shall be relieved of personal responsibility and liability in the management of the portfolio, provided that deviations from expectations for a specific security's credit risk or market price change or portfolio shifts are reported in a timely manner and that appropriate action is taken to control adverse market effects.

#### 5.0 DELEGATION OF AUTHORITY:

The Board of Commissioners of the Housing Authority of the City of San Antonio retains the ultimate responsibility as fiduciaries over the assets of the organization. The Board hereby delegates to the CEO and the CEO's designated staff the day-to-day responsibility of managing the Housing Authority's investment activities. The CEO will report the investment activities to the Board of Commissioners on at least a quarterly basis as required by the Public Funds Investment Act.

The CEO, with assistance from the CEO's designated staff, will establish the system of procedures and controls to regulate the investment activities. No officer or designee may engage in an investment transaction except as provided under the terms of this policy and

the procedures established and approved by the President and CEO. The CEO designates the Chief Financial Officer as responsible for considering the quality and capability of staff, investment advisors, and consultants involved in investment management and procedures. The Chief Financial Officer will also oversee all investment activities and assure that appropriate internal controls are in place and being followed.

The CEO also designates the ~~Director of Finance and Accounting~~ Chief Financial Officer as the Investment Officer of the Housing Authority to be responsible for the day to day operating decisions related to investment decisions and activities. In addition, the Investment Officer shall be responsible for all transactions undertaken and together with the ~~Chief Financial Officer~~ CEO, shall establish a system of procedures and controls to regulate the activities of subordinate officials and staff. The CEO, ~~Chief Financial Officer~~ and ~~Director of Finance and Accounting~~ Chief Financial Officer shall be authorized to make investment decisions and place investment orders. All participants in the investment process shall act responsibly as custodians of the public trust.

#### 6.0 ETHICS AND CONFLICTS OF INTEREST:

Officers, employees, board members, and investment officials involved in the investment process shall refrain from personal business activity that could conflict, or could reasonably be perceived as a conflict, with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Officers, employees, board members, and investment officials shall disclose to the President and CEO, in writing, any material financial interests in financial institutions that conduct business with this Authority. Officers, employees, board members, and investment officials shall further disclose any large personal financial investment positions that could be related to the investment activities of the Housing Authority, particularly with regard to the time of purchases and sale of investments. All Federal, State of Texas, and Housing Authority Ethics Policies shall be strictly followed.

#### 7.0 AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS:

The Investment Officer shall maintain a list of all financial institutions authorized to provide investment services for the Housing Authority.

7.1 All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the Investment Officer with annual financial statements and certification in writing that the financial institution or the broker/dealer has read and will follow all Federal and State of Texas laws and regulations regarding investments made by the San Antonio Housing Authority.

7.2 An annual review of the financial statements will be completed by the Investment Officer.

- 7.3 A current audited financial statement is required to be on file for each financial institution and broker/dealer with which the Housing Authority transacts business.
- 7.4 The board or designated investment committee of the San Antonio Housing Authority shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the San Antonio Housing Authority.

#### 8.0 AUTHORIZED AND SUITABLE INVESTMENTS:

- 8.1 HUD Funds: The San Antonio Housing Authority is required to invest HUD sourced funds in investments approved by the U.S. Department of Housing and Urban Development. These investments must be fully collateralized. ATTACHMENT A is applicable to HUD funds and contains a listing and description of approved investments.
- 8.2 Non-HUD Funds: Funds in excess of HUD funds, unrestricted funds, reserves, partnership funds, bond proceeds, foundation funds, and other funds are not subject to ATTACHMENT A; however, these funds shall be invested in accordance with the Public Funds Investment Act.

#### 9.0 COLLATERALIZATION:

Full collateralization is required for all Housing Authority investments. In order to protect the Housing Authority assets collateralization of one-hundred percent (100%) is required at all times. All collateral shall conform to those investment instruments listed in ATTACHMENT A of the Public Funds Investment Act.

Collateral will always be held by an independent third party with whom the financial institution or broker/dealer has a current custodial agreement. A clearly marked evidence of ownership or safekeeping receipt must be available to the Housing Authority.

Collateral substitution may be allowed when the substituted collateral is on the approved list of investments listed in ATTACHMENT A or the Public Funds Investment Act.

#### 10.0 DIVERSIFICATION:

The San Antonio Housing Authority will diversify its investments by security type and institution. With the exception of U.S. Treasury securities and authorized investment pools, no more than 50% of the San Antonio Housing Authority total investment portfolio will be invested in a single security type or in securities issued by a single financial institution or broker/dealer.

#### 11.0 MAXIMUM MATURITIES:

11.1 Operating Funds: To the extent possible the San Antonio Housing Authority will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Authority will not directly invest in securities maturing more than three years (3) from the date of purchase. This maximum maturity policy applies to all operating funds.

11.2 Non-operating or excess funds: Funds in excess of operating needs, unrestricted funds, foundation funds, bond proceeds, reserves, escrow funds, and other funds not required for operations may be held in securities without regard to the three year (3) limitation referenced in Section 11.1. The Investment Officer shall assure that sufficient liquidity exists at all times to meeting operating commitments.

## 12.0 INTERNAL CONTROL:

The Investment Officer shall establish an annual process of independent review as part of the annual audit. This review will provide internal control by assuring compliance with policies and procedures.

## 13.0 PERFORMANCE STANDARDS AND REPORTING:

As required by Section 2256 of the Public Funds Act, at least quarterly, the Investment Officer or designee will prepare an investment report for the Housing Authority Board of Commissioners. The report shall contain the name of the financial institution or broker/dealer holding the investment, the investment position, the cost of the investment, the fair market value, the purchase date, maturity date, and any interest accrued. Investment performance will be measured by standards set by the U.S. Department of Housing and Urban Development.

## 14.0 INVESTMENT POLICY ADOPTION:

The San Antonio Housing Authority investment policy shall be adopted by resolution of the Board of Commissioners. The policy shall be reviewed on a periodic basis and revised by the Investment Officer as necessary. It is the intent of the Housing Authority that if any changes of federal or State of Texas laws affect this policy, the new law or change becomes effective as stated and this policy is automatically conformed to existing law.

## 15.0 EXEMPTION:

Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements contained herein. At maturity or liquidation, such funds shall be reinvested only as provided by this policy.

## ATTACHMENT A

### INVESTMENT INSTRUMENTS APPROVED BY HUD

1. DIRECT OBLIGATION OF THE FEDERAL GOVERNMENT BACKED BY THE FULL FAITH AND CREDIT OF THE UNITED STATES
  - a. U.S. Treasury Bills
  - b. U. S. Treasury Notes and Bonds
    - (1) U.S. Treasury Notes
    - (2) U.S. Treasury Bonds
2. OBLIGATIONS OF FEDERAL GOVERNMENT AGENCIES
  - a. Federal Financing Bank (FFB)
  - b. Government National Mortgage Association (GNMA). Mortgage-Backed Securities (GNMA I and GNMA II)
  - c. GNMA Participation Certifies
  - d. Maritime Administration Merchant Marine Bonds, Notes, and Obligations
  - e. Small Business Administration (SBA). Small Business Investment Corporation (SBIC) Debentures
  - f. Tennessee Valley Authority (TVA) Power Bonds and Notes

3. SECURITIES OF GOVERNMENT-SPONSORED AGENCIES

- a. Farm Credit Consolidated System-Wide Discount Notes
- b. Federal Farm Credit Banks Consolidated System-Wide Bonds
- c. Federal Home Loan Banks Consolidated Obligations

These securities are the secured joint and several obligations of the Federal Home Loan Banks comprised of:

- (1) Bonds
  - (2) Notes
  - (3) Discount Notes
- d. FHLMC Mortgage Participation Certificates (PC) (Guaranteed)
  - e. FHLMC Collateralized Mortgage Obligations (CMOs)
  - f. Federal National Mortgage Association (FNMA) Debentures
  - g. FNMA Notes
  - h. FNMA Short-Term Discount Notes
  - i. FNMA Capital Debentures
  - j. Student Loan Marketing Associations (SLMA) Obligations

SLMA issues obligations comprises of guaranteed student loans as follows:

- (1) Floating Rate and Master Notes

(2) The Series E and F Floating Rate Notes

(3) Zero Coupon Notes

4. DEMAND AND SAVINGS DEPOSITS

5. MONEY-MARKET DEPOSIT ACCOUNT

6. MUNICIPAL DEPOSITORY FUND

7. SUPER NOW ACCOUNTS

8. CERTIFICATES OF DEPOSIT

- a. Certificates of Deposit are permitted at depository institutions that are insured by an agency of the Federal Government. Caution must be exercised for certificates exceeding the \$250,000 insurance limit or when the term is longer than 30-90 days. The new FDIC limit of \$250,000 is in effect through December 2013. Although the certificates' rate of return may be attractive for larger amounts and longer terms, U. S. treasury Securities offer superior safety and liquidity for the same amounts and terms. Certificates shall be in the HA's name. In addition a General Depository Agreement must be executed by each financial institution that issues a Certificate of Deposit.
- b. Certificate amounts above \$250,000 are permitted provided that the excess is 100 percent collateralized by clearly identified (not pooled) U.S. Government securities. Possession of the collateral securities and a continuous perfected security interest may be the only sure protection against loss in case of bank failure.
- c. Brokered deposits should be avoided because it is impossible to get \$100,000 federal insurance on a number of deposits placed by brokers.

9. REPURCHASE AGREEMENTS

Repurchase (repos) agreements for a term not to exceed 30 days may be entered into with Federally insured depository institution to purchase and sale of securities identified under subparagraphs b, c and d. A repurchase agreement is an agreement negotiated with a bank

usually for a short period (1 to 7 days) where in securities approved for investment are purchased from that bank at a stated price with the bank agreeing to repurchase them on a specified date for a specified amount. The minimum may vary, although it is usually \$100,000. There are three main types: (1) fixed term, where both parties are bound to the negotiated time period; (2) demand, where the agreement stays in effect until terminated by either party, and; (3) day-to-day, where daily renewal is by mutual consent and 24-hour notice is required for termination. The HA should review existing and future repos for compliance with the following certifications. Prior approval by HUD is not necessary, however, the repos seller depository or its agency must provide a written certification to HUD, Assistant Secretary for Public and Indian Housing (Office of Finance and Budget), the Area Office, and to the HA.

- a. that the depository's repo program complies with applicable Federal and State statutes and regulations and that the program does not involve sales or loans of Federal securities by securities dealer that are not regulated or that report to the Federal Reserve Board;
- b. that the depository owns the underlying Federal securities (approved for repurchase under HUD guidelines) when the repo interest is sold and that the value of the securities is equal to or greater than the amount the HA pays for the repo;
- c. that the HA has possession of the securities (or the HA will take possession of the securities on behalf of the HA) as a bailee (evidenced by a safe keeping receipt and a written bailment for hire contract), from the time the repo interest is sold to the HA and will be (or is expected to be) maintained for the full term of the repo;
- d. that the repo agreement and any related documents identify specific Federal securities related to the specific repo purchased by the HA;
- e. that the repo interest does not represent any interest in a pool or fund of Federal securities for which registration under the Investment Company Act of 1940 may be required;
- f. that the HA will have a continuous perfected security interest in the underlying Federal securities under State or Federal law for the full term of the repo (disclosing the method by which perfection has or will be accomplished, i.e., by possession, filing, registration of book-entry securities) and/or Federal preemption of State law by Federal regulation;
- g. that the depository or a reporting dealer selling the repo has not received any adverse financial report from a credit reporting agency, State or Federal regulatory agency; and

- h. that the depository will not substitute other securities as collateral, except to increase the value of the repo security to match the repo's purchase price.

10. SWEEP ACCOUNTS

11. SEPARATE TRADING OF REGISTERED INTEREST AND PRINCIPAL OF SECURITIES (STRIPS)

12. MUTUAL FUNDS

A Mutual Fund (Fund) is an investment company that makes investments on behalf of individuals and institutions. The Fund pools the money of the investors and buys various securities that are consistent with the Fund's objective.

- a. Mutual Fund Criteria: The Fund shall be organized as a no-load, open-end, diversified management company and its shares shall be registered under the Securities Act of 1993. The Fund shall be under the control of the Securities Exchange Act of 1934, Investment Adviser Act of 1940 and the Investment Company Act of 1940. The investment objective of the Fund shall be to obtain as much income as possible consistent with the preservation, conservation and stability of capital. The mutual fund objective cannot be changed without the prior approval of fund shareholders.
- b. The securities purchased by the Fund shall be on the HUD-approved list of investment securities. The fund will not engage in options or financial futures. The HA shall limit the amount of funds invested in the Fund to no more than 20 percent of the HA's available investment funds. The Fund shall disclose clearly the basis of earnings and how they are distributed. The HA shall obtain a statement of potential default and risk. The HA's invested funds shall be accessible to the HA daily. It shall be demonstrated that any limitations on withdrawals will not impair the HA's day-to-day cash management needs.
- c. The management fee shall be fixed at a reasonable amount. The Fund shall disclose the relationships of the investment advisor, manager, trustee, custodian and transfer agent. The Fund shall clearly state all services (such as wire transfers and check writing privileges) and charges.
- d. Investment in the Fund shall be authorized by a Board Resolution. A certified copy of the resolution shall accompany the initial application for the Fund.

13. EFFECT OF LOSS OF REQUIRED RATING

An investment that requires a minimum rating under this section does not qualify as an authorized investment during the period the investment does not have the minimum rating. Management has the authority to waive the minimum portfolio credit quality if the quality decline is due to a downgrade or default of U.S. Government securities. The San Antonio Housing Authority shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating.



## PRESIDENT'S REPORT

MARCH 2022

### **SAHA RECEIVES DONATION FROM DELL TECHNOLOGIES**

SAHA received 40 refurbished computers from Dell Technologies to support ConnectHomeSA and bridge the digital divide among low-income families.

The computers were donated through Dell's Refurbished Laptop Donation Program, which allows employees to select a charity through its Dell Giving team.

The company sets aside a limited quantity of refurbished laptops quarterly to donate to people in need. Each computer is worth approximately \$800.





## **VILLAS DE FORTUNA OPEN HOUSE**

SAHA celebrated the first homes built in the Villas de Fortuna subdivision during an open house on Feb. 23. The neighborhood is the second of four subdivisions to be revitalized under the Westside Reinvestment Initiative, which offers individuals who meet certain eligibility requirements the opportunity to purchase a home in the area. The Blueridge subdivision was the first neighborhood to be redeveloped under the initiative.



## **CELEBRATING BLACK HISTORY MONTH**

In February, we recognize Black History Month — a celebration that began in 1926 and can be attributed to the efforts of Dr. Carter G. Woodson. In an article written by the National Association for the Advancement of Colored People, Dr. Woodson worked in the Kentucky coal mines as a child and enrolled in high school at 20 years old. He graduated within two years and later received a Ph.D. from Harvard. Throughout his studies, he was unhappy with the lack of information on the African American population. Dr. Woodson began the event with an initial week-long celebration that has since grown to a month-long celebration.

SAHA is committed to ensuring equity in all aspects of our work. We are dedicated to addressing these structural challenges and paving a path forward in building a future that is equitable and dignified for all.





## **VALENTINE SPIRIT WEEK**

To celebrate love and friendship, SAHA hosted its first Valentine's Spirit Week for employees from Feb. 8–14. The activities each day were created to increase employee engagement and offered a fun virtual experience.



## **MASTER PLANNER FOR ALAZAN COURTS INTRODUCED**

SAHA held a virtual kick-off meeting on Feb. 1 to introduce Able City, an architectural master planner, tasked with engaging residents and the greater Westside community to discuss how to reshape and reimagine plans for the Alazan Courts.

This was the first of multiple community engagement efforts Able City will lead to ensure Alazan residents and the Westside community are involved in the plans for Alazan.

