

AN ORDINANCE 2008-11-06-0997

**APPROVING THE SAN ANTONIO HOUSING TRUST RESOLUTION TO INITIATE THE FUNDING ROUND REQUEST FOR PROPOSALS PROCESS TO MAKE AVAILABLE \$1,000,000.00 IN TRUST FUNDS FOR DISBURSEMENT AS AN AWARD OF TRUST ASSISTANCE FOR ELIGIBLE HOUSING PROJECTS.**

\* \* \* \* \*

**WHEREAS**, the City of San Antonio Housing Trust was established by City Council Ordinance No. 67895 on September 8, 1988 under a Declaration of Trust, to provide affordable housing opportunities for low and moderate income families inside Interstate Highway Loop 410; and

**WHEREAS**, the Declaration of Trust permits the Board of Trustees to:

Disburse to projects as grants or secured loans an amount equal to the net annual income of the Trust plus so much of the principal as the Trustees in their discretion may deem to be in the best interest of the Trust. (Article II, Section 2.2 Distributable Amount); and

**WHEREAS**, the Final Rules and Regulations for the Operation of the San Antonio Housing Trust adopted by the Board of Trustees and approved by City Council provides:

At each quarterly meeting of the Board of Trustees, the Managing Trustee will report on the interest earnings and other assets of the Trust. In accordance with the authority granted by the Declaration of Trust, Article II, Sections 2.1 and 2.2 (p. 6), the Board of Trustees will determine, in the best interest of the Trust, how much of the interest income and principal, if any, should be disbursed. The Board will establish, within the bounds of the Declaration of Trust, the allocation of funds to the neighborhood and downtown areas. (Final Rules, Part V Procedures and Standards for Distribution of Trust Funds, B. Determination of Funds Available (1989); and

**WHEREAS**, the Final Rules provides further:

Prior to announcing the availability of funds, the Board of Trustees must approve by majority vote, a Funding Resolution establishing the availability of funds and allocation of funds for the neighborhood and downtown areas and for other programs or projects. Following passage of the Funding Resolution, the Board will submit a proposed ordinance to City Council for approval of the availability and allocation of funds. (Final Rules, Part V Procedures, C. Authorization of Board of Trustees and City Council (1989); and

**WHEREAS**, the Managing Trustee of the Trust, acting through its Secretary reported on the interest earnings and other assets of the Trust to the Board of Trustees at its meeting held on August 13, 2008; and the Managing Trustee's subsequent written report is attached to and incorporated in the Funding Resolution T-080806B and this Ordinance by reference; and

**WHEREAS**, as evidenced by the Trust's Resolution No.T-080806B, it was determined by the Board of Trustees that the amount of \$1,000,000.00 should be made available and disbursed to support eligible housing projects; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City of San Antonio Housing Trust's Board of Trustees Resolution No. T-080806B, adopted September 10, 2008, awarding a total of \$1,000,000.00 in a funding round for eligible housing projects is hereby approved. A copy of said resolution is affixed hereto and incorporated by reference herein for all purposes as **Attachment I**.

**SECTION 2.** This Ordinance shall be effective on and after the 16<sup>th</sup> of November, 2008.

**PASSED AND APPROVED** this 16<sup>th</sup> day of November, 2008.

  
MAYOR  
PHIL HARDBERGER

ATTEST:   
City Clerk

APPROVED AS TO FORM:   
for City Attorney



Request for  
**COUNCIL  
ACTION**



## Agenda Voting Results - 39B


<b>Name:</b>	7, 10, 11, 13, 14, 18A, 18B, 19, 20, 21, 22, 23, 24, 25, 27, 29, 30, 31, 32, 33A, 33B, 33C, 33D, 33E, 33F, 33G, 34, 35, 36, 38, 39A, 39B, 40, 41, 42, 43, 45, 46, 47
<b>Date:</b>	11/06/2008
<b>Time:</b>	09:57:08 AM
<b>Vote Type:</b>	Motion to Approve
<b>Description:</b>	An Ordinance approving the San Antonio Housing Trust resolution to initiate the funding round request for proposals process to make available \$1,000,000.00 in trust funds for disbursement as an award of trust assistance for eligible housing projects.
<b>Result:</b>	Passed

Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Phil Hardberger	Mayor		x				
Mary Alice P. Cisneros	District 1		x				x
Sheila D. McNeil	District 2	x					
Jennifer V. Ramos	District 3		x				
Philip A. Cortez	District 4		x				
Lourdes Galvan	District 5		x				
Delicia Herrera	District 6		x			x	
Justin Rodriguez	District 7		x				
Diane G. Cibrian	District 8		x				
Louis E. Rowe	District 9		x				
John G. Clamp	District 10	x					

# ATTACHMENT I

## CITY OF SAN ANTONIO HOUSING TRUST RESOLUTION NO. T-080806B ALLOWING THE HOUSING TRUST TO FUND UP TO \$1 MILLION DOLLARS IN A 2008-2009 FUNDING ROUND

WHEREAS, the Declaration of Trust allows the Board of Trustees to disburse to projects as grants or secured loans an amount equal to the net annual income of the Trust plus so much of the principal as the Trustees in their discretion may deem to be in the best interest of the Trust. Article II, Section 2.2 Distributable Amount and,

WHEREAS, the Managing Trustee will report quarterly on the interest earnings and other assets of the Trust to the Board of Trustees. In accordance with the authority granted by the Declaration of Trust, Article II, Section 2.4, Funds for projects may be disbursed to individuals and private or public, profit or not-for-profit development entities, in the form of grants, secured loans or in such other manner as the Trustees may deem necessary and appropriate to accomplish the purposes of the Trust. *(As Amended by Resolution N., T0408-01 (August 16, 2004) and approved by Ordinance No. 99800 (September 23, 2004))*

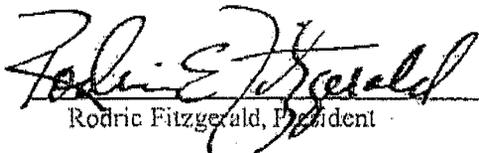
WHEREAS, prior to accepting any request for funds, the Trustees shall develop written rules and regulations and any amendments thereto, and shall obtain City Council approval thereof, for evaluating applications to the Trust and for no other purpose. *(Amended by Resolution N., T0408-01 (August 16, 2004) and approved by Ordinance No. 99800 (September 23, 2004)).*

WHEREAS, the Final Rules provides further: Prior to announcing the availability of funds, the Board of Trustees must approve by majority vote a Funding Resolution establishing the availability of funds and the allocation of funds for the neighborhood and downtown areas and for other programs or projects. Following passage of the Funding Resolution, the Board will submit a proposed ordinance to City Council for approval of the availability and allocation of funds. (Final Rules, Part V Procedures, C. Authorization of Board of Trustees and City Council (1989)) and,

WHEREAS, the financing and creation of innovative affordable housing programs are our main goal and mission;

NOW, THEREFORE: BE IT RESOLVED BY THE TRUSTEES OF THE CITY OF SAN ANTONIO HOUSING TRUST request the San Antonio City Council to approve an ordinance for the availability and allocation of up to \$1 million dollars of Trust Funds for a Funding Round for 2008-2009.

PASSED AND APPROVED this 10<sup>th</sup> day of September 2008.

  
Rodric Fitzgerald, President

  
Yulane McKnight, Secretary



**CITY OF SAN ANTONIO**  
**Request for Council Action**

Agenda Item # 39  
Council Meeting Date: 11/6/2008  
RFCA Tracking No: R-4085

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**DEPARTMENT:** Grants Monitoring and Administration

**DEPARTMENT HEAD:** Andrew Cameron

**COUNCIL DISTRICT(S) IMPACTED:**  
City Wide

**SUBJECT:**  
SAHTF Administrative Services Contract and Funding for Fiscal Year 2008-2009

**SUMMARY:**

An ordinance approving the following items in conjunction with the San Antonio Housing Trust Foundation, Inc. (SAHTF).

A. The administrative services budget of the San Antonio Housing Trust Foundation, Inc. (SAHTF) in the amount of \$227,550.00 for staffing and administration of the City of San Antonio Housing Trust for Fiscal Year 2008-2009. In addition, the SAHTF is submitting a budget for its supplemental activities that are paid by grants and other income. The contract period is from October 1, 2008 to September 30, 2009. The ordinance also approves the personnel complement and contract for services, as well as, authorizes the City Manager, or her designee, to execute all documents in connection with the contract.

B. The Trustees of the San Antonio Housing Trust in coordination with the City of San Antonio's Finance Department determined that the Trust has over \$1,000,000.00 in revenue. The Trustees passed a resolution establishing the availability of funds for the neighborhood and downtown areas. The Rules and Regulations of the Trust require that before accepting any request for funds, the Board will submit a proposed ordinance to City Council for approval of the availability and allocation of funds. Furthermore, the Board shall obtain approval of the written rules and regulations for evaluating applications to the Trust.

**BACKGROUND INFORMATION:**

The City of San Antonio created the San Antonio Housing Trust Fund in 1988 with a corpus of \$10 million. Interest earned from the \$10 million corpus and loan paybacks capitalize the funding rounds, which are held once the fund exceeds \$1 million above the corpus. The Housing Trust funds are used to maintain and promote decent and affordable housing and, when possible, maximize the investment of other public and private resources.

The San Antonio Housing Trust Foundation, Inc. (SAHTF) was created to manage operations of the Housing Trust operations, disburse awards of Trust assistance, and provide administrative, staff and research support for the Trust and Board of Trustees. The purpose of the Trust is to assist with the City's revitalization strategy and provide

funding support to residential projects, which could not be addressed by the standard HUD program funds due to eligibility requirements. The funds from the Trust are used to provide assistance to eligible programs and projects in the form of secured or unsecured grants; secured primary or secondary, interest-bearing or interest-free loans; matching grants or loans; or as "seed money" low-interest loans to nonprofit or for-profit businesses, community or housing development corporations, or community-based organizations to support affordable housing developments.

The Program Statement detailed in Attachment A outlines the scope of work to be performed during the upcoming fiscal year. The SAHTF also has performance measures (see Attachment B) for FY 2008-2009, which will be attached to the administrative services contract.

On October 14, 2008, the Quality of Life Committee reviewed this item and directed staff to present it to the full City Council with a favorable recommendation.

**ISSUE:**

This ordinance will authorize the administrative services contract with the San Antonio Housing Trust Foundation (SAHTF) and approves the availability and allocation of funding by the Trust in 2008-2009.

A. This administrative services contract is consistent with the City's policies and commitments to provide affordable housing opportunities while pursuing new sources of program support through the Trust. Per the Declaration of Trust which established the San Antonio Housing Trust Fund, the City executes an annual contract with the San Antonio Housing Trust Foundation to perform services mentioned above. The current contract expired on September 30, 2008. This proposed contract would be effective October 1, 2008 and terminate on September 30, 2009.

The total proposed budget supports the following personnel complement: Executive Director, Administrative Manager, Director of Counseling, Asset Manager and Administrative Assistant.

B. The request for a Funding Round is consistent with the City's policies and commitments to provide affordable housing opportunities while pursuing new sources of program support through the Trust. Approval is required before any request for funds are accepted as well outlining the regulations for evaluating applications to the Trust.

**ALTERNATIVES:**

The San Antonio Housing Trust Foundation is dependent upon this contract for its staffing and administration. To consider not renewing this contract would cause a disruption to the operation of this organization. Per the Declaration of Trust and the Final Rules, the City must approve the proposed funding round and the written rules and regulations for the process to continue forward.

**FISCAL IMPACT:**

Following are the terms of the contract.

A. The proposed administrative budget for the SAHTF is \$227,550.00 for FY 2008-09. This represents an overall increase of 4.7%. The total budget component of \$358,320.00 consists of \$227,550.00 from SAHT corpus funds, \$77,000.00 in grants and awards from various foundations, \$7,200.00 from the San Antonio Housing Trust Finance

Corp., and \$46,570.00 from the SAHTF funds.

The SAHTF returned \$127,769.00 of principle and interest collected during FY 2006-2007 that has been deposited back into the Trust Fund. SAHTF is expecting \$138,500.00 to be returned to the Trust for FY 2008-2009. Please note that the expected funds to be returned to the Trust in FY 2008-2009 reduces the amount of this contract to \$89,050.00 or less than 25% of the total budget for FY 2008-2009.

Attachments:

Attachment A details the Program Work Statement of the SAHTF for FY 2008-09  
Attachment B details the Performance Measures used by the SAHTF for FY 2008-09  
Attachment C details the total proposed Trust Budget for FY 2008-09  
Attachment D details the Supplemental and the Trust SAHTF budget for FY 2008-09.

B. The funding for the program are derived from interest earned on the corpus of the Trust and returned principle and interest income generated from previous Trust awards by the San Antonio Housing Trust Foundation, Inc. There are no governmental funds from federal, state, or local governments.

Attachments:

Attachment E: San Antonio Housing Trust Resolution No. T-080806B  
Attachment F: Announcement of Fund Availability  
Attachment G: Written Rules and Regulations for the 2008-2009 Funding Round

**RECOMMENDATION:**

Staff recommends approval of the budget and contract for the San Antonio Housing Trust Foundation, Inc. along with the 2008-2009 funding round.

**ATTACHMENT(S):**

File Description	File Name
<a href="#">Attachment A</a>	Attch A.saht.pdf
<a href="#">Attachment B</a>	Attch B.saht.pdf
<a href="#">Attachment C and D</a>	Attchmt C&D.saht.pdf
<a href="#">SA Housing Trust Resolution</a>	Attachment E SA Housing Trust Resolution.doc
<a href="#">Announcement of Fund Availability</a>	Attachment F - Announcement of Fund Availability.doc
<a href="#">Attachment G Rules and Regulations</a>	Attachment G Rules and Regulations for Funding Round.doc
<a href="#">Voting Results</a>	
<a href="#">Voting Results</a>	
<a href="#">Ordinance/Supplemental Documents</a>	200811060996.pdf
<a href="#">Ordinance/Supplemental Documents</a>	200811060997.pdf

**DEPARTMENT HEAD AUTHORIZATIONS:**

Andrew Cameron Director Grants Monitoring and Administration

**APPROVED FOR COUNCIL CONSIDERATION:**

Frances A. Gonzalez Assistant City Manager

