

HOUSING COMMISSION OFFICIAL MEETING MINUTES

WEDNESDAY, FEBRUARY 24, 2021, 4:00 PM
VIDEO CONFERENCE

Members Present: Pedro Alanis, Member
Jeff Arndt, Member
Jessica O. Guerrero, Chair
Taneka Nikki Johnson, Member
Ed Hinojosa, Member
Susan Richardson, Member
Sarah Sanchez, Member

Members Absent: Robert Abraham, Member
Dr. Paul Furukawa, Member

Staff Present: Lori Houston, *City Manager's Office*;
Verónica R. Soto, *Neighborhood & Housing Services Department*;
Jameene Williams, *City Attorney's Office*;
Ian Benavidez, *Neighborhood & Housing Services Department*;
Edward Gonzales, *Neighborhood & Housing Services Department*;
Sara Wamsley, *Neighborhood & Housing Services Department*;
Irma Duran, *Neighborhood & Housing Services Department*;
Allison Beaver, *Neighborhood & Housing Services Department*;
Kristin Flores, *Neighborhood & Housing Services Department*;
Sharon Chan, *Neighborhood & Housing Services Department*

- **Call to Order** - The meeting was called to order by Chair Jessica O. Guerrero at 4:05 PM.
- **Roll Call** – Irma Duran called the roll. At the time when roll call was conducted, seven (7) members were present representing a quorum.

Guerrero called for a moment of silence regarding the community struggles during the past year and, particularly, during the past week. She stated that though the weather has cleared, challenges still exist.

- **Public Comments** – Guerrero announced there were zero (0) residents signed up to speak for public comment.

Staff note: The Housing Commission deadline for comment is 4 pm the day before the meeting. The reason for this is because it takes 24 hours for comments received in a language other than English to be translated. Speakers who call past the deadline are given the opportunity to submit a written comment to be included in the minutes but not read during the meeting, and to sign up in advance for the following meeting.

1. Item #1: Approval of Minutes for December 2, 2020, January 27, 2021 Regular Housing Commission Meetings and January 12, 2021 Special Meeting.

Commissioner Alanis motioned to approve the Minutes for December 2, 2020, January 27, 2021 Regular Commission Meetings and January 12, 2021 Special Meeting. Commissioner Arndt seconded. Motion carried unanimously.

2. Item #2: Briefing and Discussion on the ForEveryoneHome (FEH) Initiative.

Guerrero requested Verónica R. Soto, Director, for introduction. Soto stated that through the previous FEH meetings and discussions, a draft of the anti-displacement agenda has been created. From Grounded Solutions Network (GSN), Sasha Hauswald, Director of State and Local Policy, and Fabiola Torralba, Community Engagement Coordinator, would be co-presenting the report.

Hauswald thanked Soto for the warm introduction. She noted that this week would be her last at GSN and the FEH Initiative would transition to her colleague, Matt Webber. Hauswald stated that one of FEH's goal was to address involuntary housing displacement. The definition of climate resilience that would be used in the presentation is the ability for families and individuals to stay safe, healthy, and reasonably comfortable during extreme weather and climate related disasters. She stated that these items correlated and addressing housing quality could lead in preventing displacement and protect the tenant's health and safety during climate disasters. FEH stated that preservation of low-cost housing in San Antonio also mitigates harm as if a person is able to afford their residence without living paycheck to paycheck, they will be better able to afford supplies in a crisis. Hauswald stated that having a clear knowledge of information and services available to the community can prevent unnecessary harm and assist in self-determination for anti-displacement.

Hauswald stated that the FEH builds upon the Mayor's Housing Policy Framework (HPF) and is a pilot program in three cities (San Antonio, Salem, and Indianapolis) focused to improve housing policy through an equity lens. Through FEH, San Antonio will be receiving four deliverables: a needs assessment, anti-displacement and inclusive growth agenda, and two implementation agendas for high priority items. These deliverables tie into the Strategic Housing Implementation Plan (SHIP) by assisting in the anti-displacement strategies to reach the recalibrated affordable housing priorities. She presented that FEH is currently on Phase 3 (Anti-Displacement Agenda) of four phases in their timeline and the public comment period will being on March 15, 2021. Hauswald requested Torralba to present regarding Phase 1 and 2's community engagement.

Torralba stated the main goal for community engagement was to gather input of people most impacted by displacement, establishing relationships with local leadership and fostering equitable participation. She stated that community engagement became more innovated due to the pandemic and the recent climate crisis. During Phase 1, many story telling circles were centered in the east, south, and west side. COVID has shifted much of the anti-displacement efforts toward anti-eviction efforts. Torralba stated that the communication efforts were mainly digital such as launching a survey (English/Spanish), public question availability via phone, outreach to existing partners, and focus groups. Phase 3's public comment period will give an opportunity to reach out again to previous individuals to receive their feedback on the anti-displacement agenda draft via four Zoom meetings in English and Spanish. She stated that throughout this process, Hauswald has provided space to create the flexibility needed for the FEH engagement team to pivot especially during the COVID difficulties and thanked Hauswald for her leadership.

Hauswald thanked Torralba and responded that Torralba had gifted FEH with her incredible efforts. Hauswald presented a map of the survey responses that Torralba mentioned. Distribution of the 200 responses mainly centered around the most vulnerable neighborhoods. With the anti-displacement agenda, five categories of solutions include:

- 1) Reduce the frequency of evictions
- 2) Preserve existing affordable housing stock
- 3) Stabilize homeownership
- 4) Ensure investments and developments don't create displacement pressure
- 5) Leverage resources better for affordable housing preservation and displacement prevention

Hauswald stated that an online version of the anti-displacement agenda will be available for public input, including community, grass top, and government stakeholders. She stated the critical time to receive feedback is in March and April and requested support once the online feedback website has been launched. Once finished, FEH will identify the two highest priority items and create detailed implementation plans for both which should be release in June 2021. After June, the real work of implementation begins as Council, Housing Commissioner, department heads, and community members will need to focus on coordination efforts to refine and implement the agenda's solutions. Hauswald overviewed the agenda draft detailing each challenge item. She noted that along with the solution action items was color coded text to display the overlapping climate resilience benefit. Hauswald stated the best way for input on the anti-displacement agenda draft would be as follows:

- Sign up to get announcements/information (English and Spanish)
 - sacommunityengagement@gmail.com
 - 210-909-2703 (Dial Tone)
 - 210-906-8387 (Google Voice/WhatsApp)
- Attend a Zoom public meeting – dates subject to change
 - Saturday, March 20, 2021 at 4:00 PM – Spanish
 - Sunday, March 21, 2021 at 2:00 PM - English
 - Wednesday, March 24, 2021 at 6:00 PM - Spanish
 - Tuesday, March 30, 2021 at 6:00 PM - English
- Provide feedback in writing
 - NHSD Website (URL coming soon)

Chair Guerrero commented that at first, she was excited but hesitant to work on the FEH as she wasn't sure on how much the community engagement would develop. She stated her interactions with Hauswald and Torralba alleviated her fears and appreciated their commitment to FEH. She particularly noted Hauswald's transparency and willingness to step back in leading areas she was not familiar. Guerrero's conclusion of GSN's commitment to FEH was solidified with the hiring of Torralba for community engagement. She was sad to hear of Hauswald's departing but felt confident of Matt Weber's transition and welcomed him.

Commissioner Johnson requested for the presentation slides to be resent as the current slide deck she was given were not the same as presented and some text was difficult to read. Soto stated they would resend the presentation and ensure that the text would be legible. Ian Benavidez, Assistant Director, stated that the additional slides would also be incorporated

with the resend.

Commissioner Richardson stated that she also had the same issue as Commissioner Johnson and would appreciate the resend. Richardson clarification on Slide 15's color coding system. Hauswald explained on Slide 17, as an example, that the solution (ex. Action Item 2D: Lengthen required period of affordable pricing to at least 75 years for rentals that receive new local public investment) also ties into the Climate Resilience solution in coded blue text (ex. Preservation on Creation of Housing with Deep Affordability). Hauswald explained that though the Action Item number is in blue text as well, it was not related the color coding and was a formatting miscalculation. Richardson noted that the agenda draft that was given with the Commissioner's briefing packet read a bit differently than the presentation and requested to know if they should be reconciled. Sara Wamsley, Interim Affordable Housing Administrator, stated that the longer, full agenda draft should be used to craft comments for feedback and noted as it is a draft and may change slightly as it evolves. Richardson asked for clarification if public comment began on March 14, 2021. Hauswald clarified that comment began on March 15, 2021. Richardson asked for confirmation that the comment link would be sent by email when available. Hauswald confirmed.

Johnson expressed that she would have liked to have an updated slide deck to ask more questions, but if additional questions after the presentation should direct to Torralba. Torralba stated that she would be able to assist and stated that as the agenda is in draft form it will go through several developments even after the public comment period has ended on April 15, 2021 and that it would be best to work off the full length draft instead of the slide deck. She would be happy to take any questions during this timeframe.

Commissioner Alanis appreciated the slide connecting the FEH to the SHIP process. Alanis stated that though some action items were more readily deployable than others, all the action items address their challenge in a unique way.

Guerrero thanked Hauswald for the additional slides connecting anti-displacement and climate resilience. Guerrero stated that she hoped the connection would bring climate resilience to the forefront and invited the Commission to open a space for discussion. She expressed concern regarding the implementation of the FEH as many people in city hall respect outside perspective for community solutions and she would like to continue the momentum using the model that FEH has laid out for communication and engagement. She asked NHSD staff to continue the improvements of communication for success of FEH. Guerrero commented that Councilmember Sandoval stated her interest in naturally occurring affordable housing and asked if anyone had comments on how to find more data on the stock in San Antonio and preservation efforts. Hauswald stated she would be happy to share her data regarding regulated affordable housing in San Antonio but was unsure if it would fulfil the search. Benavidez stated that a follow up will be schedule with Councilmember Sandoval and staff will coordinate with Hauswald to find out what data is available. Hauswald stated that information is included in the agenda draft regarding regulated and natural occurring affordable housing.

Torralba highlighted that the public comment process is fast approaching on March 15, 2021 and would be grateful for support of not only professional networks but personal, including making a new friend outside of your regular network in efforts to practicing inclusivity. Torralba stated she would be available for advice in these efforts.

Wamsley thanked leadership, particularly Guerrero, Alanis, and Soto, for their dedication alongside their large workloads. She thanked Hauswald and Torralba for their guidance and efforts and Commissioner Johnson and several others for their participation on many interviews conducted in the process.

Richardson inquired “while making new friend”, which documentation should be used for feedback? Torralba commented that the “new friend” would most likely not be receptive to a 70-page document and noted that upon the website launch, there will be a 1-page brief and a 5-page brief along with the full draft for the public to read. She also stated that others that prefer person to person overview can attend one of the four Zoom meetings. Torralba stated that she can also be reached for translation purposes, not only English to Spanish, but on from technical to plain English.

3. Item #3: Briefing and Discussion on the San Antonio Housing Trust (SAHT) Proposed Tenant Protection Policy.

Guerrero requested Commissioner Alanis to present.

Alanis stated that the SAHT proposed tenant protection policy was born from FEH and anti-displacement efforts. He noted that the policies are a way to put the actions to practice by furthering anti-displacement efforts, expanding access and opportunities for tenants to build a tenant/landlord experience. Alanis stated that a 45-day public comment period opened in late January and is set to end on March 12, 2021. Anticipated adoption of the policies would be in late March during the SAHT Board meeting and would be effective on all future multi-family partnerships after adoption. The full proposed policy is available to view at www.sahousingtrust.org and comments can be emailed to nicolec@saht.org or by mail to 2515 Blanco Rd., San Antonio, TX, 78212.

Alanis overviewed the sixteen areas covered in the protection policy:

- 1) **Written Procedures:** Alanis stated that the properties must have written tenant policies and procedures that are posted online and readily available. He expressed that this would assist in transparency to tenants and the public.
- 2) **Source of Income Protection:** Alanis noted as mentioned in previous meetings this item is an issue applicant face and stated they should not be denied on income such as Section 8 Housing Choice Vouchers.
- 3) **Tenant Selection:** He stated that evictions settled with no judgement over one year prior or eviction judgement settled more than three years prior should not be considered. Alanis highlighted that applicants also cannot be denied if their eviction judgement was due to non-payment of rent between March 13, 2020 and the end of the Declaration of Public Health Emergency.
- 4) **Fair Housing Marketing:** Owners must use affirmative fair housing marketing practices when soliciting tenants as the practice is a federal standard for developments that use CDBG funds. Alanis stated this would align properties to the standard.
- 5) **Non-Discrimination:** Owners must comply with the City’s non-discrimination ordinance and any future amendments.
- 6) **Right to Access Tenant File:** Tenant is entitled to review and copies of rental application, lease, tenant ledger, and documents pertaining to termination or non-renewal. Alanis noted the discovery of this issue which he expressed should be a non-issue and all tenants should have access to these records.
- 7) **Repairs/Remedies/Healthy Unit:** Owner may charge Tenant for repair but must

provide estimated cost prior to repair and invoice of cost afterward. Tenant has the right to dispute cost and Owner must provide evidence of necessity and/or reasonableness. Failure to comply with payment is not grounds for non-renewal or eviction but can withhold security deposit or file suit for costs. Owners must remediate a health issue within 7 days (24 hours if threat to health is imminent) or provide temporary accommodations.

- 8) **Relocation Assistance:** Owner may provide up to 12 months of relocation assistance unless the Tenant intentionally damages the unit (i.e. unit damage or renovations). Permanent relocation is anything beyond 12 months of relocation and must comply with the Uniform Relocation Act (URA). Alanis stated item is standard across federally funded developments.
- 9) **Returning to Unit:** Owner agrees to provide Tenant an opportunity to return to the original unit or a comparable unit at same lease rate. Alanis stated many underlying hardships may come from a relocation, such as fees from driver's license change of address.
- 10) **Right to Personal Property:** Owner shall not take, hold, or sell Tenant or household member's property without written notice and a court decision; unless, in accordance with State law.
- 11) **Eviction Process/Notice:** Owner shall not evict Tenant without instituting civil court proceeding and shall provide City's Notice of Tenant Rights with issued Notice to Vacate.
- 12) **Grounds for Termination:** Owner may not terminate or not renew except for serious or repeated violations of the lease's terms and conditions.
- 13) **30 Day/ 10 Day / 3 Day Notice:** Owners shall provide a written Notice to Terminate (NTT) or Non-Renewal (NNR) 30 days before a Notice to Vacate (NTV). Additionally, Owner shall provide a written 10-day Notice of Opportunity (NOO) with the NTT or NNR. Alanis stated that this gives tenants the right to discuss the NTT/NNR and attempt to resolve the issue. Owner shall provide a written 3-day NTV if the issue was not resolved.
- 14) **Entry into Unit:** Owner's representative/maintenance staff may enter the unit during reasonable time and business purpose after providing a 24-hour notice. This is not applicable for issuing a NTV per Texas property code.
- 15) **Right to Organize:** Tenant may conduct onsite activities related to establishing a tenant organization. If requested, Owner agrees to meet with Tenant organization during regular business hours to discuss tenant matters. Owner cannot retaliate against Tenant due to participation in organization. Alanis noted that this will facilitate discussion between the parties.
- 16) **Other Tenant / Owner Policies:** Tenant is required to provide Owner with accurate information regarding releases necessary to verify income and to comply with SAHT and government policies. Owner shall provide lease and addendums in the language lease was negotiated in and attach copies of lease and addendums to eviction petition filing.

Alanis commented that this step would move SAHT forward and appreciated work from Texas RioGrande Legal Aid, Texas Housers, the My City is My Home organization, and NHSD staff. He stated the next steps would be to gather feedback, refine the proposed policies, and present the final proposal for adoption in late March to the SAHT Board.

Commissioner Arndt expressed being captivated by the thoroughness of the proposed policies. Arndt requested clarification regarding Item 7. Alanis stated that owners currently

have different recourses to collect for damage issues; as such, failure to comply in the payment plan for damages would not be grounds for an owner to issue an eviction or non-renewal. He stated that something minor such as repayment for damage cost should not factor and contribute to the eviction issue. Arndt agreed that a small issue turned to a big eviction is unacceptable.

Richardson inquired regarding Item 7, if there was a parameter on normal wear and tear. She stated typically if a tenant has lived in the same unit for 1-5 years, normal wear and tear would have the owner paint the walls and shampoo the carpet to ready the unit for a new tenant. However, the expense is taken out of the previous tenant's security deposit. Alanis stated he would look for clarification in state law regarding the definition of "wear and tear". He stated typically with the development's budget, paint and cleaning is placed as a line item for new tenant preparation. Richardson stated that clarification would be much appreciated as she has experienced this issue and would prefer other tenants to not continuously experience the same. She thanked Alanis for the hard work that went into the proposed policies.

Johnson complimented the presentation and thorough policies. She inquired if the policies would be mandatorily given during the time of lease signing. Alanis stated that the policies would be given in addendum format and signed by both parties. This would ensure that the addendum supersedes the original lease and policies remain solid and hold up in court. Johnson complimented the policy language but was concerned about the owner/property management oversteering the protections too quickly and/or only having a bound copy of the policies for viewing on request and noted it may be a potential issue. Johnson asked if there was a course of action for owners that don't comply with the policies. Alanis stated if the owners do not follow the policies set, they would be in non-compliance with their own lease and default with SAHT agreement. The tenant would also have legal recourse against the owner. Johnson asked if contact information would be placed in the document if the tenant find the owner in non-compliance. Alanis stated that contact information can be added and that there is a formal grievance process as well. Johnson asked regarding the HVAC unit and repairs. Alanis stated that if there is a repair that is not at fault of the tenant, the owner typically must correct the issue. Johnson expressed concern regarding events where tenants report a repair issue, but it is not addressed until the news media investigates or the tenant suffers physical harm. Alanis stated that the owner must repair the health issue within 7 days or provide temporary accommodations to the tenant that are safe. Johnson stated her concern as she had gone through a similar situation and struggled for three months to request repairs while facing respiratory issues. Alanis asked if specifying the HVAC unit in the policy would be beneficial. Johnson stated that it would. Alanis stated he would ask the attorney team to follow up on the legality and specificity for the policy update.

Commissioner Hinojosa stated that many of policies listed were identical to SAHA but noted some areas that could be adjusted for alignment. He stated that they would still need to be compliant with HUD's timeframe for emergency response (48 - 72 hours). He stated that SAHA hopes to be consistent with SAHT. This would also deter developers to shop around for different procedures for a better deal. Alanis thanked Hinojosa for his thoughts and stated as it is the public comment period, he hoped to get written feedback as well regarding SAHA's feedback of the policy draft.

Guerrero thanked Alanis for being proactive and raising the standard to improve tenant/owner relationships and having the co-leadership between SAHT and SAHA.

Guerrero asked how many households the policy would impact. Alanis stated the protection policies would not be able to be done retroactively, but looking to the future pipeline, it would impact 3,800 units if all projects were contracted. Guerrero asked what would happen if a developer did not accept the terms. Alanis stated they would part ways and search for other developers. Guerrero inquired if any adjustments could be made for current properties. Alanis stated that during the City's development of the Source of Income Discrimination (SOID) policy, SAHT reached out the current partners and inquired if anyone would be willing to start accepting Section 8 housing vouchers and the NRP Group stated they would. He stated the NRP Group's main hurdles were to adjust their internal policies and education at ground level. Though the group voluntarily complied, Alanis stated it would be harder to go backwards and enforce compliance. Guerrero asked if there would be an increase in staff for compliance monitoring. Alanis stated that he had consulted with the City of Austin regarding their compliance practices. Austin informed Alanis that the best compliance method was to set up a phone line and have it mainly be complaint-based. The on-site monitoring would ensure that property management would be placing the lease addendum in their lease agreements. SAHT has hired a new contract officer and external consultant to assist in the compliance plans. Guerrero expressed her concern for effective compliance and stated she would like to follow up in the future on how the plans are doing. Alanis stated that Austin noted that once the protections became policy, many property managers complied as it was now a part of the contractual lease acknowledged by both parties. He hope to continue with good actors and not bad actors. Guerrero suggested that tenants also be included in the on-site review process to ensure they, too, trust the compliance measures.

Guerrero asked for elaboration on the relocation assistance (Item 8) and if it was possible to include loss of wages during the moving process and/or family care expenses. Alanis stated that lost wages had not been considered as the advocate groups did not mention this issue. He stated in regard to the SAHT first rehabilitation and relocation project, Pan American Apartments, they had consulted with TRLA for best practices in relocation assistance. Alanis states this area has many points to still be educated on and can be explored for the future. Guerrero stated that it also may be best for the Risk Mitigation Policy (RMP) group to visit SAHT properties and potentially find new members for future discussions.

Arndt commented that he was glad there was a diverse group of people on the Commission. He was saddened by Johnson's previous situation but remarked that her situation is able to notify and improve other people's situations as well. Arndt asked for the Commissioners to join him for a round of applause. Alanis thanked his fellow Commissioners, City staff, and everyone for their input in moving forward.

4. Item #4: Briefing on the Definition of Housing Affordability to be Included in the Strategic Housing Implementation Plan (SHIP).

Guerrero requested Ian Benavidez, Assistant Director, to present.

Benavidez stated that the SHIP aligns with the FEH goals but also contains several different pieces to move the HPF forward including creating a singular, citywide definition of affordable housing that could be used in the UDC (Unified Development Code). Currently, the HPF defines up to 80% AMI as affordable rental housing and up to 120% AMI as single-family housing. In the SHIP discussion, HUD will continue to be used as the measuring stick, but more refined data was sourced to decide where on the stick should be labeled "affordable". To capture more accurate data, census data was used from the American Community Survey (ACS) and, when compared, the HUD bar is set higher than

the ACS bar thus the need for realignment. Benavidez stated an example of the realignment where 80% AMI would be comparing the ACS \$1,075/month rent amount versus the HUD amount \$1,080/month rent but at 60% AMI. He continued with single family home pricing but stipulated that there are many factors that determine home ownership that are difficult to earmark but a rough estimate has been created. Benavidez presented an example of a Cross Timber that had sold to a household making 120% AMI for \$169,500 with down payment assistance. He reviewed previous data from the previous VIA, SAWS, and CPS presentations that may not always be captured in household costs. SHIP is finishing establishing the foundational elements of recalibration and defining affordable housing. Benavidez stated that this recalibration has been based through public forums, such as the Housing Commission, and stakeholder forums.

Staff recommends that the HPF be recalibrated to the following:

Homeownership:

Affordable Housing 120% and below (no change)

Rental:

Workforce Housing: 60-100% AMI (currently 80-120% AMI)

Affordable Housing: 30-60% AMI (currently 30-80% AMI)

Supportive: 0-30% AMI (no change)

Benavidez noted that this presentation is for briefing purposes to prepare for a robust discussion for an upcoming meeting, whether it be the next regular meeting or during the Commission Retreat.

Guerrero inquired if the Commissioners had any clarifying questions or if there were any points that would be noted to be brought up for the upcoming SHIP discussion that wasn't mentioned.

Hinojosa noted on Slide 54 that supportive services begin at 30% AMI and below but most SAHA residents fall between 10-15% AMI and suggested to further detail the supportive bracket. Benavidez stated the bracket could be researched further and discussed in the next meeting.

Johnson agreed with Hinojosa to further explore the bracket. Johnson inquired the sources of the AMI data. Benavidez stated that the AMI data was from HUD and ACS. Johnson inquired if the data set was verbatim or suggested? Benavidez stated the data was directly taken from HUD and ACS. But noted that the breaks for AMI didn't align seamlessly with each data set and staff synced the breaks. Johnson request a copy of the framework. Benavidez stated that staff would follow up and send a copy.

Arndt inquired regarding Slide 65 how many households transitioned through categories when switched between 0-30% AMI and 30-60% AMI. Benavidez stated that the data is in the framework and he would prepare slides for next meeting to detail the transition.

Alanis noted regarding Slide 59 using the HUD standard metric and shifting the change where it can still be visually identified helps with implementation as most affordable housing practitioners are used to HUD's metric. The ACS/HUD alignment sets the methodology for comparison and is very helpful.

Richardson inquired regarding Slide 65 that the memo included in the packet states the

homeownership recommendation be set at 100% AMI. Benavidez stated it may be a typographical error on the memo, but staff will follow up and ensure the accuracy. She inquired about where the Cross-Timber Home on Slide 61 was located. Benavidez stated he would follow up and forward the site information.

Guerrero requested regarding Slide 62 that staff follow up with SAWS and CPS to verify if any data had changed since their presentation and if the inclement weather would impact the data. She also inquired regarding an update on workforce development and the digital divide and how the programs were fairing and any points that their staff thing the Commission should consider. Guerrero also inquired about the independent school boards and the current status of workforce and wages in San Antonio. She expressed she would still prefer a full meeting space for this discussion.

Alanis noted that affordability should not only include income targeting but an approach including individual affordability, area resource targeting, population targeting, and long-term affordability. With looking at these five standpoints, a holistic approach can be taken and discussed.

5. Director's Report.

Guerrero requested Verónica R. Soto, Director, to present.

Soto stated the briefing packet was missing the follow up questions for public commenters but the follow up was emailed during the meeting and should be in available to view. Regarding an update to the response of the extreme weather events, the City launched a emergency repair hotline to assist residence in accessing resources like FEMA or SAWS. The assistance website, www.strongertogether.sanantonio.gov, is active for residents in need, but noted that 311 is still available to set in person appointments for application assistance. She highlighted that NHSD and DHS coordinated with SAHA to transport and deliver water to residents in need. DHS delivered food to various location include The Edge apartments. Soto stated that the main necessity for many is the hotline to access resources.

Guerrero noted that 311 was down at certain points but thanked staff for emergency response noting how important it was to support the people with the least access to resources during times like these when they are the most stressed. She stated that NHSD can evolve with these best practices of support.

Johnson inquired if the flyers are available to distribute currently. Soto stated that they are available and have been pushed by the City to share on social media outlets and have been sent to Commissioners to share with their networks as well. Richardson attested to the outreach as she received a door hanger and has viewed many of her social networks posting the flyer in their feed.

Soto continued to the EHAP amendments and City Council presentation. She stated that beginning in January 2021 eligibility for the program now includes Bexar County residents alongside San Antonio residents. Rental, mortgage, and utility assistance is currently provided. With the Council action last week, EHAP has moved to Phase 4 funding as \$46.8 million was accepted from the U.S. Treasury. Soto stated with Phase 3, the program allowed up to 2-3 months of rent/mortgage assistance plus utilities and cash assistance for applicants. With Phase 4, the program allows for up to 6-9 months of rent/mortgage assistance plus utilities and previous applicants eligibility will be reset and can reapply.

Richardson asked for clarification if applicants would apply through the same methods. Soto stated that applicants would apply through the same methods: scheduling an in-person appointment, online application, or requesting a paper application. Soto noted with the implementation of intake at the grassroots organizations, the person assisting the applicant will assist through their application process to assist with digital divide issues and ensure the applicant has a dedicated person to reach.

Guerrero stated she was not aware that an EHAP update would be presented and was disappointed there was not enough time to prepare for discussion. Guerrero mentioned that the RMP Stakeholder Group made a presentation as well at the Planning and Land Development Committee (PLDC) meeting and will forward the presentation to the Commissioners as it is still an ongoing conversation. Guerrero asked Alanis if he was approached for consideration of assisting cash payments for EHAP clients. Alanis stated that the \$6 million SAHT contributed to the EHAP fund was used at EHAP's discretion. He stated there wasn't much funding left but couldn't immediately recall an exact number. Guerrero clarified her question and asked if City staff had reached out to Alanis, SAHT staff, or SAHT Board regarding administering in direct cash payments to applicants. Alanis stated that SAHT administers direct payments to landlords. Guerrero stated that RMP Stakeholder Group requested SAHT be explored to administer direct funding to applicants, as they felt it was best use for tenants to be responsible of the granted funds. She noted that staff mentioned they would follow up on the request and she wanted to inquire about the progress. Alanis stated that distributing the large number of checks alongside normal daily SAHT business would be very cumbersome with the small amount of staff in place. He stated that a conversation took place with staff early in the process on best practices on how to distribute funds and expressed not having the capability to mass deploy funds.

Johnson requested for the agenda packet to be resent with the EHAP slide deck presentation. Soto and Wamsley stated they would reforward the agenda packet to ensure the new slides were available.

Soto stated that the next regular meeting would take place on March 24, 2021 and the annual retreat had been set for April 7, 2021.

Guerrero stated if there were any thoughts for items to cover during the retreat, Commissioner should share with staff, the agenda workgroup, or herself. Francisco Gonima, the retreat's facilitator, would reach out to some Commissioners to form the retreat's work session items.

Closing-

There being no further discussion, the meeting was adjourned without contest at 7:06 PM.