



SAN ANTONIO HOUSING FACILITY  
CORPORATION MEETING  
MARCH 6, 2024



A COMMUNITY OF POSSIBILITIES

JOIN MEETING  
818 S. Flores St.  
San Antonio, TX 78204

**BOARD OF DIRECTORS**

Gabriel Lopez  
Chair

Gilbert Casillas  
Vice Chair

Dalia Contreras  
Director

Estrellita Garcia-Diaz  
Director

Janet Garcia  
Director

Leilah Powell  
Director

Vincent Robinson  
Director

**PRESIDENT & CEO**

Ed Hinojosa, Jr.

**SAN ANTONIO HOUSING FACILITY CORPORATION MEETING**

**1:00 p.m. | Wednesday | March 6, 2024**

At least four Directors will be physically present at this location, and up to three other Directors may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127, and the Presiding Officer will also be present at this location.

**MEETING CALLED TO ORDER**

1. The Board of Directors 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.

**CITIZENS TO BE HEARD**

2. **Citizens to Be Heard** at approximately 1:00 p.m. (may be heard after this time). Citizens wishing to speak on any issues, including ones not related to items posted on the agenda, should personally request to be placed on the Citizens to be Heard roster or register online 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. A Spanish/English interpreter will be available to citizens.

Now is the time for Citizens to be Heard. The Board asks the public to address concerns related to Opportunity Home 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 Opportunity Home 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**

3. Minutes
  - Approval of the December 6, 2023, San Antonio Housing Facility Corporation meeting minutes

**CONSENT ITEM**

4. Consideration and approval regarding Resolution 24FAC-02-22, authorizing the purchase of certain property known as Lavaca Street vacant parcels for the construction of a parking lot; the execution of documents necessary to consummate such actions; and other matters in connection therewith (Susan Ramos-Sossaman, Interim Director of Development Services and Neighborhood Revitalization)

**INDIVIDUAL ITEM**

5. Consideration and approval regarding Resolution 24FAC-03-06, authorizing (i) the formation of SAHFC Potranco Lender LLC; (ii) a capital contribution from San Antonio Housing Facility

Corporation to Potranco Lender LLC for purposes of making a loan to Potranco Holdco LLC for the Potranco Crossing Apartments; and (iii) other matters in connection therewith (Brandee Perez, Chief Real Estate and Development Officer; Susan Ramos-Sossaman, Interim Director of Development Services and Neighborhood Revitalization)

6. Adjournment

*Posted on 3/1/2024 01:00 PM*

\*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 OF SAN ANTONIO HOUSING FACILITY CORPORATION MEETING

### I. Call to Order:

Chair Lopez called the San Antonio Housing Facility Corporation Meeting to order at 2:08 PM CST on December 6, 2023. The meeting was held at the Opportunity Home Central Office located at 818 S. Flores St. San Antonio, TX 78204.

#### Directors Present:

Chair Gabriel Lopez, Dalía Contreras, Estrellita Garcia-Diaz, Janet Garcia, Leilah Powell, and Vincent Robinson.

#### Adviser Present:

Doug Poneck, General Counsel.

#### Guests Present:

President and CEO Ed Hinojosa, Jr.; Susan Ramos-Sossaman, Assistant Director of Development Services and Neighborhood Revitalization; Miranda Castro, Director of Asset Management.

Interpreter, BCC Languages LLC.

#### Directors Absent:

Vice Chair Gilbert Casillas.

#### Quorum:

A quorum was established with six (6) voting members present.

### Citizens to be Heard

#### II. Citizens to be Heard

Citizens wishing to speak on any issues, including ones not related to items posted on the agenda, were given three minutes to speak. There were no citizens who signed up to speak. No citizens spoke. No citizens ceded their time.

### Minutes

#### III. Minutes

Director Contreras moved to approve the October 4, 2023, San Antonio Housing Facility Corporation Meeting minutes. Director Garcia seconded the motion. The motion carried with six (6) in favor and none against by a voice vote.

### Consent Items

#### IV. Resolution 23FAC-11-15

Consideration and approval regarding Resolution 23FAC-11-15, authorizing the Vista at Reed transaction, including the execution of all documentation necessary to carry out



A COMMUNITY OF POSSIBILITIES

such transaction; and authorizing all filings and agreements with Texas Department of Housing and Community Affairs in connection with an award for low income housing tax credits; and authorizing the purchase of the land for the transaction and the lease of such land for the transaction; and authorizing the acquisition of a membership interest in Opportunity Home Reed GP, LLC, the general partner of Vista at Reed, LP; and authorizing the financing for such transaction; and authorizing San Antonio Housing Facility Corporation to serve as the general contractor; and other matters in connection therewith (Susan Ramos-Sossaman, Assistant Director of Development Services and Neighborhood Revitalization)

**V. Resolution 23FAC-12-06**

Consideration and approval regarding Resolution 23FAC-12-06, authorizing the sale of the leasehold interest in the Culebra Commons Project; and authorizing the execution of an amended and restated lease agreement in connection therewith; and other matters in connection therewith (Miranda Castro, Director of Asset Management)

**Main Motion Regarding Items 4-5**

Moved by Director Contreras. Seconded by Director Robinson. The motion carried with six (6) in favor and none against by a voice vote.

**VI. Adjournment**

The meeting adjourned at 2:09 PM CST.

**ATTEST:**

\_\_\_\_\_  
**Gabriel Lopez**  
Chair, Board of Directors

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

\_\_\_\_\_  
**Ed Hinojosa, Jr.**  
Secretary/Treasurer

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

**BOARD OF DIRECTORS  
San Antonio Housing Facility Corporation Meeting**

**RESOLUTION 24FAC-02-22, AUTHORIZING THE PURCHASE OF CERTAIN PROPERTY KNOWN AS LAVACA STREET VACANT PARCELS FOR THE CONSTRUCTION OF A PARKING LOT; THE EXECUTION OF DOCUMENTS NECESSARY TO CONSUMMATE SUCH ACTIONS; AND OTHER MATTERS IN CONNECTION THEREWITH**

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

DocuSigned by:  
*Susan Ramos-Sossaman*  
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**Susan Ramos-Sossaman**  
Interim Director of Development Services  
and Neighborhood Revitalization

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 24FAC-02-22, authorizing the purchase of certain property known as Lavaca Street vacant parcels for the construction of a parking lot; the execution of documents necessary to consummate such actions; and other matters in connection therewith.

**SUMMARY:**

Today we are seeking authority to undertake the submission to the U.S. Department of Housing and Urban Development (HUD) of an application for disposition approval (“Disposition Application”) for two vacant parcels totaling approximately 0.2111 acres, located near 331 Lavaca St. (“Property”). Opportunity Home San Antonio (“Opportunity Home SA”) intends to sell the Property to one of its instrumentalities, San Antonio Housing Facility Corporation (“SAHFC”). The Property will then be developed as a parking lot, which may be used as additional parking for the nearby newly constructed mixed-use development known as 100 Labor Street. All proceeds from the sale of the land to SAHFC will be used for Section 8 or Section 9 purposes as approved by HUD. At this time, the Board is being asked to authorize the submission of the Disposition Application.

**ATTACHMENTS:**

- Resolution 24FAC-02-22
- Slides

**CERTIFICATE FOR RESOLUTION  
RESOLUTION 24FAC-02-22**

The undersigned officer of the San Antonio Housing Facility Corporation, a Texas nonprofit corporation created pursuant to the laws of the State of Texas (“SAHFC”), hereby certifies as follows:

1. In accordance with its bylaws, the Board of Directors of SAHFC (the “Board”) held a meeting on March 6, 2024, (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 24FAC-02-22, AUTHORIZING THE PURCHASE OF CERTAIN  
PROPERTY KNOWN AS LAVACA STREET VACANT PARCELS FOR THE  
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NECESSARY TO CONSUMMATE SUCH ACTIONS; AND OTHER MATTERS IN  
CONNECTION THEREWITH**

(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 Bylaws of SAHFC.

**SIGNED and SEALED this 6th day of March 2024.**



\_\_\_\_\_  
**Ed Hinojosa, Jr.**  
Secretary/Treasurer

**SAN ANTONIO HOUSING FACILITY CORPORATION  
RESOLUTION 24FAC-02-22**

**RESOLUTION 24FAC-02-22, AUTHORIZING THE PURCHASE OF CERTAIN PROPERTY KNOWN AS LAVACA STREET VACANT PARCELS FOR THE CONSTRUCTION OF A PARKING LOT; THE EXECUTION OF DOCUMENTS NECESSARY TO CONSUMMATE SUCH ACTIONS; AND OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, the Housing Authority of the City of San Antonio (operating as Opportunity Home San Antonio) (“Opportunity Home SA”) owns certain real property, which is parceled into two lots and currently known as the Lavaca Street Vacant Parcels (“Property”); and

**WHEREAS**, the Property is adjacent to the newly constructed 213-unit mixed-use development known as 100 Labor Street (“Development”); and

**WHEREAS**, Opportunity Home SA desires to sell the Property to San Antonio Housing Facility Corporation (“SAHFC”) in order for SAHFC to construct a new surface parking lot with approximately 37 parking spaces; and

**WHEREAS**, Opportunity Home SA has sought approval to proceed with an application to the U.S. Department of Housing and Urban Development (“HUD”) for disposition approval in order to sell and transfer the Property to SAHFC; and

**WHEREAS**, the Board has determined that it is in the public interest and to the benefit of the citizens and residents of San Antonio for the various entities to enter into the transactions described above so that SAHFC may purchase of the Property and may contemplate construction of the Parking Lot; and

**WHEREAS**, this Board of Directors has reviewed the foregoing and determined that the action herein authorized is in furtherance of the public purposes of SAHFC.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of San Antonio Housing Facility Corporation hereby:

Section 1. The President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer, or any of them, are hereby authorized to execute any and all documentation required for the acquisition and lease of said property.

Section 2. The President, any Vice President, the Secretary/Treasurer, and any Assistant Secretary/Treasurer, or any of them, and, if required by the form of the document, the Secretary/Treasurer and any Assistant Secretary/Treasurer, or any of them, of SAHFC are authorized and directed to modify, execute and deliver any of the documents to be signed by or consented to by SAHFC, and any and all certificates and other instruments necessary to carry out the intent thereof and hereof. The President, any Vice President, the Secretary/Treasurer, any Assistant Secretary/Treasurer, or any of them, are authorized to negotiate and approve such



changes in, or additions to, the terms of any of the documents, including amendments, renewals, and extensions, as such officers shall deem necessary or appropriate upon the advice of counsel to SAHFC, and approval of the terms of any of the documents by such officers and this Board shall be conclusively evidenced by the execution and delivery of such documents.

Section 3. The officers of this Board, or any of them, are authorized to take any and all action necessary to carry out and consummate the transactions described in or contemplated by the documents approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.

Section 4. If any section, paragraph, clause, or provisions of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.

Section 5. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the Board.

Section 6. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 7. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 8. This Resolution shall be in force and effect from and after its passage.

Section 9. The San Antonio Housing Facility Corporation Board of Directors hereby approves Resolution 24FAC-02-22, authorizing the transactions of the respective Project and the participation of SAHFC or an affiliate thereof in the Project.

**Passed and approved on the 6th day of March 2024.**

\_\_\_\_\_  
**Gabriel Lopez**  
Chair, Board of Directors

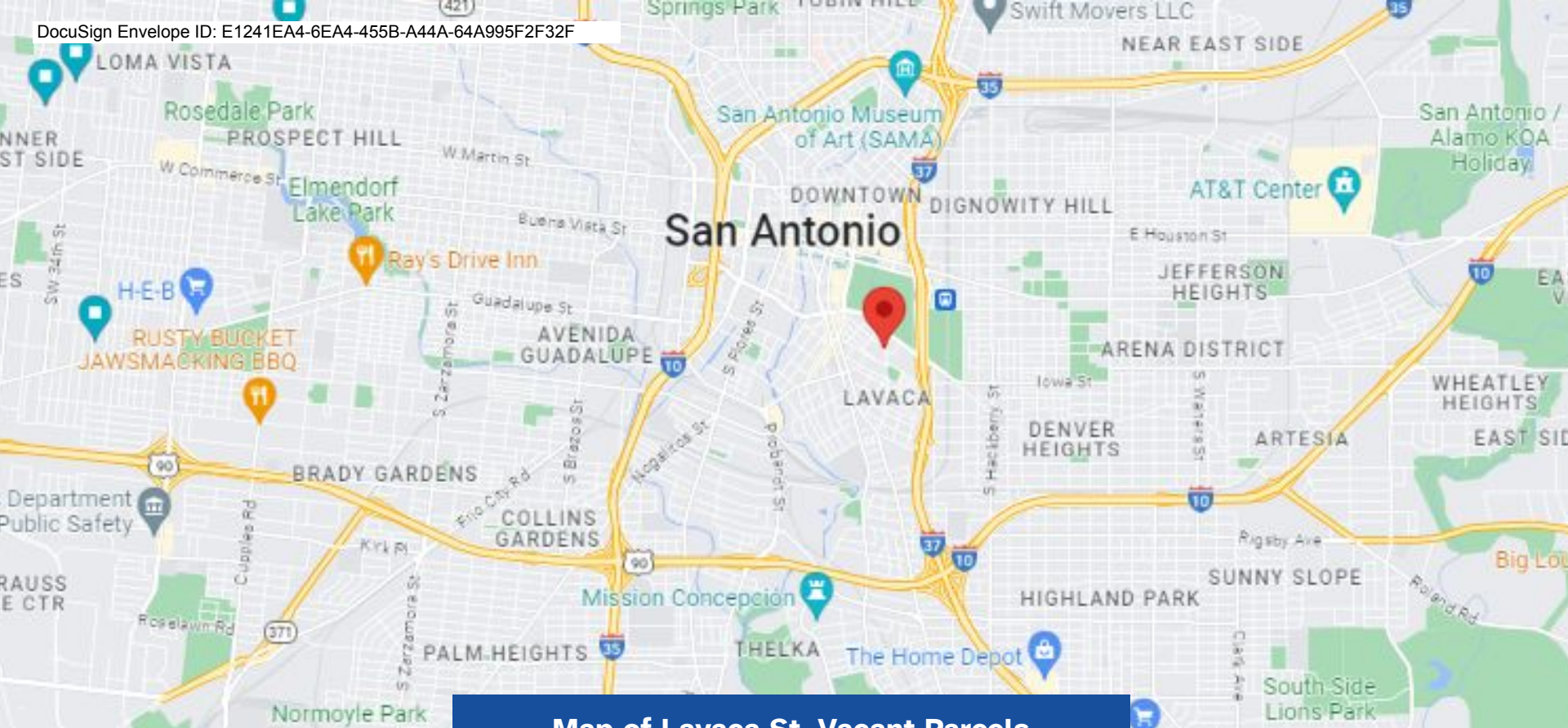
**Attested and approved as to form:**

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**Ed Hinojosa, Jr.**  
Secretary/Treasurer

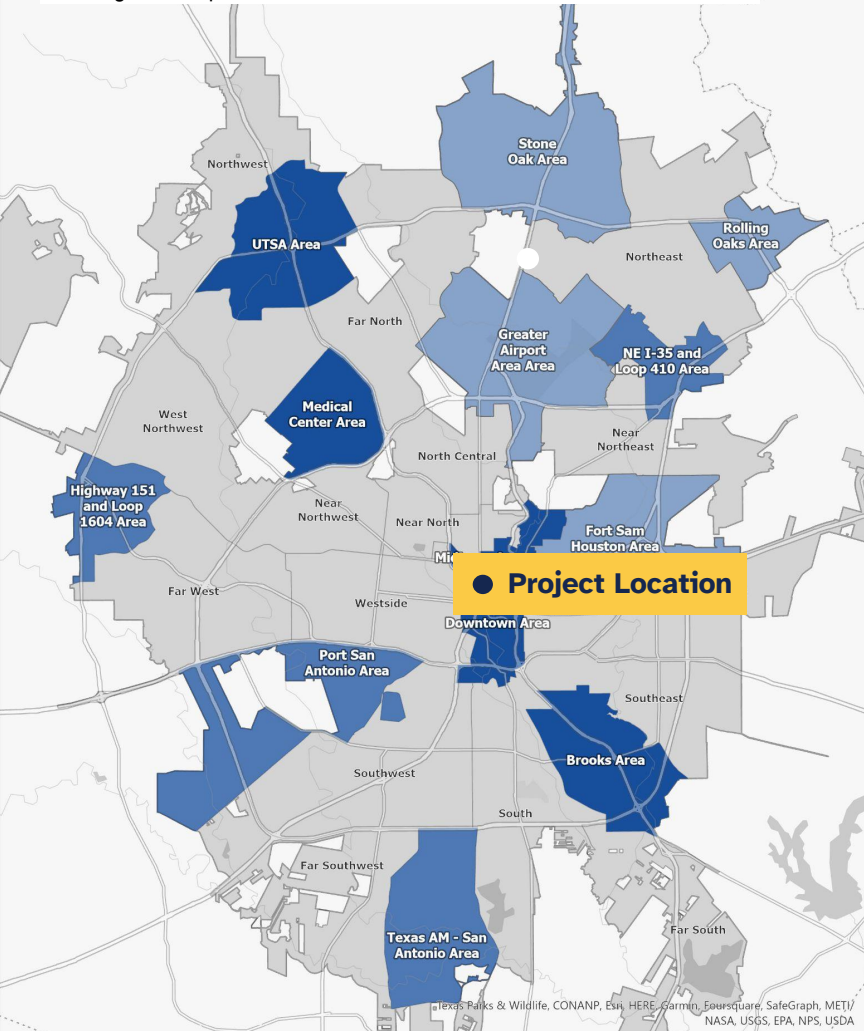
# Lavaca St. Vacant Parcels

**Susan Ramos-Sossaman**

Interim Director of Development Services and Neighborhood Revitalization



**Map of Lavaca St. Vacant Parcels**



# Regional Centers

## PHASE 1 CENTERS

- Downtown
- Medical Center
- UTSA
- Midtown
- Brooks

## PHASE 2 CENTERS

- NE I-35 and Loop 410
- Highway 151 and Loop 1604
- Texas A&M – San Antonio
- Port San Antonio

## PHASE 3 CENTERS

- Greater Airport Area
- Fort Sam Houston
- Rolling Oaks
- Stone Oak

# Overview



**Total Parcel Size**  
0.2111 acres

**Estimated  
Construction Cost**  
\$486,367

**Proposed Number  
of Spaces**  
37 spaces

# Questions?

**BOARD OF DIRECTORS  
San Antonio Housing Facility Corporation Meeting**

**RESOLUTION 24FAC-03-06, AUTHORIZING (I) THE FORMATION OF SAHFC POTRANCO LENDER LLC; (II) A CAPITAL CONTRIBUTION FROM SAN ANTONIO HOUSING FACILITY CORPORATION TO POTRANCO LENDER LLC FOR THE PURPOSES OF MAKING A LOAN TO POTRANCO HOLDCO LLC FOR THE POTRANCO CROSSING APARTMENTS; AND (III) OTHER MATTERS IN CONNECTION THEREWITH**

DocuSigned by:  
*Ed Hinojosa Jr*  
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**Ed Hinojosa, Jr.**  
President and CEO

DocuSigned by:  
*Brandee R. Perez*  
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**Brandee Perez**  
Chief Real Estate and  
Development Officer

DocuSigned by:  
*Susan Ramos-Sossaman*  
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**Susan Ramos-Sossaman**  
Interim Director of DSNR

**REQUESTED ACTION:**

Consideration and approval regarding Resolution 24FAC-03-06, authorizing (i) the formation of SAHFC Potranco Lender LLC; (ii) a capital contribution from San Antonio Housing Facility Corporation to Potranco Lender LLC for purposes of making a loan to Potranco Holdco LLC for the Potranco Crossing Apartments; and (iii) other matters in connection therewith.

**SUMMARY:**

The Potranco Crossing Apartments Project received final approval from San Antonio Housing Facility Corporation (“SAHFC”), as lessor of the Project and a member of the lessee of the Project, Potranco Holdco LLC (the “Owner”), on December 3, 2020. The Project is under construction and will consist of 360 family units, which are a mixture of affordable and market-rate units. The project is located at 202 West Loop 1604 South, San Antonio, Texas.

The Project has incurred cost overruns and increased interest expenses and has requested additional funds be loaned in order to complete construction and begin operation, offering to pay an interest rate of approximately 18% on any funds loaned. Staff has evaluated the economic viability of the Project and of the loans and has determined that it is in Opportunity Home’s and SAHFC’s best interest to form a new limited liability company to become a new member in the Project and make the loan to the Project. The Owner will use the funds to complete construction. The loan will be subordinate to the first-lien debt on the Project, but will be payable as a subordinate debt of the Borrower pursuant to the Limited Liability Agreement for the Owner.

**STRATEGIC OUTCOMES:**

- Opportunity Home residents live in quality affordable housing.
- Opportunity Home residents have a sufficient supply of affordable housing options.

**ATTACHMENTS:**

- Resolution 24FAC-03-06
- Slides

**San Antonio Housing Facility Corporation  
Resolution 24FAC-03-06**

**RESOLUTION 24FAC-03-06, AUTHORIZING (I) THE FORMATION OF SAHFC POTRANCO LENDER LLC; (II) A CAPITAL CONTRIBUTION FROM SAN ANTONIO HOUSING FACILITY CORPORATION TO POTRANCO LENDER LLC FOR THE PURPOSES OF MAKING A LOAN TO POTRANCO HOLDCO LLC FOR THE POTRANCO CROSSING APARTMENTS; AND (III) OTHER MATTERS IN CONNECTION THEREWITH**

**WHEREAS**, on December 3, 2020, San Antonio Housing Facility Corporation (“SAHFC”), authorized (i) participation in the acquisition, construction, and equipping of a 360-unit multifamily apartment facility known as the Potranco Commons Apartments located at 202 West Loop 1604 South, San Antonio, Texas (the “Project”), as the sole member of SAHFC Potranco LLC (the “Member LLC”), a wholly owned subsidiary of SAHFC and (ii) the purchase and lease of the land for the Project; and

**WHEREAS**, on December 9, 2021, the Member LLC entered into a Limited Liability Company Agreement for Potranco Holdco LLC, a Delaware limited liability company (the “Borrower”); and

**WHEREAS**, the Project has incurred cost overruns and increased interest expenses and the Borrower is in need of additional capital to proceed with completion of the Project; and

**WHEREAS**, the Borrower has requested members to make one or more loans to allow it to complete the Project; and

**WHEREAS**, the interest rate of the loans is proposed to be approximately 18% (the “Interest Rate”); and

**WHEREAS**, SAHFC desires to participate in the making of such a loan to the Borrower at the Interest Rate; and

**WHEREAS**, SAHFC desires to form SAHFC Potranco Lender LLC, a single-member limited liability company (“Lender LLC”), to which SAHFC will contribute an amount not to exceed \$1,250,000 (the “Contribution”) for the purposes of Lender LLC making a loan in the same amount to the Borrower at the Interest Rate (the “Loan”); and

**WHEREAS**, the Board of Directors of SAHFC (the “Board”) has determined that it is in the public interest and to the benefit of the citizens and residents of San Antonio for SAHFC to authorize forming Lender LLC, making the Contribution and the Loan so that the Project will be completed to provide affordable and workforce housing to residents; and



**WHEREAS**, this Board has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of SAHFC.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of San Antonio Housing Facility Corporation that:

- 1) The formation of Lender LLC, and the making of the Contribution and the Loan are hereby authorized and approved.
- 2) The Secretary/Treasurer, and each officer of San Antonio Housing Facility Corporation (each an "Executing Officer"), or any of them, are authorized and directed to negotiate, execute, and deliver (or to accept, as the case may be) any documents and other instruments upon the conditions therein described or necessary or desirable in connection with the formation of Lender LLC, and the making of the Contribution and the Loan or otherwise to give effect to the actions authorized hereby and the intent hereof, and approval of the terms of any of the documents by Executing Officer and this Board shall be conclusively evidenced by the execution and delivery of such documents.
- 3) The officers of this Board, or any of them, are authorized to take any and all action necessary to carry out and consummate the transactions described in or contemplated by the documents approved hereby or otherwise to give effect to the actions authorized hereby and the intent hereof.
- 4) All acts heretofore taken by the officers of this Board in connection with the matters authorized by this Resolution are hereby ratified, confirmed, and approved by the Board.
- 5) If any section, paragraph, clause, or provision of this Resolution shall be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Resolution.
- 6) The recitals of this Resolution are hereby found to be true and are incorporated herein for all purposes.
- 7) This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.
- 8) This Resolution shall be in force and effect from and after its passage.

**Passed and approved the 6th day of March 2024.**

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**Gabriel Lopez**

Chair, Board of Directors

**Attested and approved as to form:**

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**Ed Hinojosa, Jr.**

Secretary/Treasurer

# Potranco Commons

## **Brandee Perez**

Chief Real Estate and  
Development Officer



## **Susan Ramos-Sossaman**

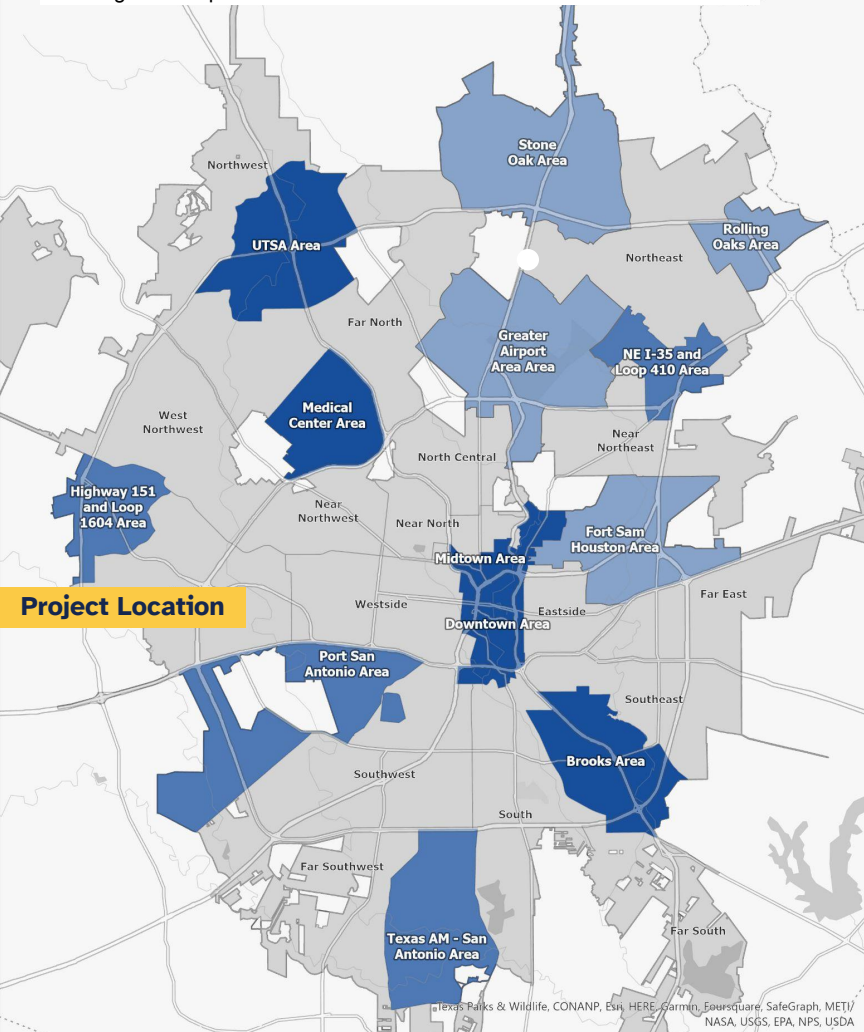
Interim Director of Development Services  
and Neighborhood Revitalization



● Potranco Commons

**Potranco Commons Apartments**  
202 West Loop 1604 South

# Regional Centers



## PHASE 1 CENTERS

- Downtown
- Medical Center
- UTSA
- Midtown
- Brooks

## PHASE 2 CENTERS

- NE I-35 and Loop 410
- Highway 151 and Loop 1604
- Texas A&M – San Antonio
- Port San Antonio

## PHASE 3 CENTERS

- Greater Airport Area
- Fort Sam Houston
- Rolling Oaks
- Stone Oak

# Development Data



City Council District 4

Northside ISD

Total Units: **360**

**36** Units at 60% AMI

**144** Units at 80% AMI

**180** Units at Market Rate

**PFC Deal**

# Questions?