



A COMMUNITY OF POSSIBILITIES

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

BOARD OF COMMISSIONERS

Gabriel Lopez
Chair

Gilbert Casillas
Vice Chair

Dalia Contreras
Commissioner

Estrellita Garcia-Diaz
Commissioner

Janet Garcia
Commissioner

Leilah Powell
Commissioner

ACTING PRESIDENT & CEO

Michael Reyes

REGULAR BOARD MEETING

1:00 p.m. | Wednesday | August 7, 2024

At least four Commissioners will be physically present at this location, and up to three other Commissioners 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 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.

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 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 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 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 June 29, 2024, Cassiano Homes Special Board meeting minutes
 - Approval of the June 29, 2024, Snowden Apartments Special Board meeting minutes
 - Approval of the June 29, 2024, Charles Andrews Special Board meeting minutes
 - Approval of the July 11, 2024, Special Board meeting minutes

INDIVIDUAL ITEMS

4. Consideration and approval regarding Resolution 6553, approving interim policy updates to the Admissions and Continued Occupancy Policy (Kristen Carreon, Director of Operations Support)



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5. Consideration and approval regarding Resolution 6555, authorizing the Acting President and CEO the authority to award previously approved City Council and Congressional project funded related contracts in excess of \$250,000 (George Ayala, Director of Procurement)
6. Consideration and approval regarding Resolution 6556, approving Opportunity Home San Antonio and/or its Affiliated Entity to enter into a negotiated settlement for delay claims for Snowden Road construction project (Miranda Castro, Chief Asset Management Officer)
7. Consideration and approval regarding Resolution 6546, authorizing San Antonio Housing Development Corporation to expend Moving to Work funds to purchase limited partner interest in the Alhambra Apartments Project, combine the post-closing ownership interests into a single component entity of Opportunity Home San Antonio, dissolve the existing partnership, and other matters in connection therewith (Miranda Castro, Chief Asset Management Officer)
8. Consideration and approval regarding Resolution 6547, authorizing San Antonio Housing Development Corporation to expend Moving to Work funds to purchase limited partner interest in the San Juan Square I Apartments Project, combine the post-closing ownership interests into a single component entity of Opportunity Home San Antonio, dissolve the existing partnership, and other matters in connection therewith (Miranda Castro, Chief Asset Management Officer)
9. Consideration and approval regarding Resolution 6548, authorizing (i) the sale by Opportunity Home San Antonio of a vacant lot located at 4262 W. Cesar Chavez Avenue, San Antonio, Texas 78237 at a purchase price of \$30,000; (ii) the expenditure of unrestricted funds (including, but not limited to, a portion of the proceeds of the sale) and all other actions necessary to effect the sale; and (iii) other matters in connection therewith (Miranda Castro, Chief Asset Management Officer)
10. Consideration and approval regarding Resolution 6551, authorizing the award of a contract for automatic gate maintenance, repairs, and installation to Gate Services & Supply, LLC for an annual cumulative amount not to exceed \$1,000,000; for a period of one year with the option to renew up to four additional one-year terms (George Ayala, Director of Procurement; Ruth Bautista, Director of Public Housing; Miranda Castro, Chief of Asset Management)
11. Discussion and possible action regarding Five Priorities and Other Related Topics:
 - a. Development Partnerships including Voucher Strategies
 - b. Maintenance, Resident Safety, and Feedback
 - c. Outstanding Rent Balances
 - d. Waitlist Review
 - e. Communication Strategy
 - f. Other Related Topics



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ACTING PRESIDENT & CEO

Michael Reyes

(Diana Fiedler, Executive Vice-President and Chief Financial Officer; Muriel Rhoder, Executive Vice-President and Chief Administrative Officer; Jo Ana Alvarado, Chief Information Officer; Miranda Castro, Chief Asset Management Officer; Richard Milk, Planning Officer)

12. Board of Commissioners annual elections (Doug Poneck, Board Counsel)

DISCUSSION ITEMS

13. Discussion regarding adopting Code of Conduct for the Board of Commissioners (Doug Poneck, Board Counsel)

14. President's Report

- Property/Department Visits
- Executive Leadership Team Updates
- Commissioner Selected as Lincoln Vibrant Communities Fellow
- Opportunity Home elected as 2024 AARP Community Challenge Grantee
- ConnectHomeUSA Tier 2 Recognition
- FY25 Community Project Funding Approval
- FY 2024 HUD Emergency Safety and Security Grant (ESSG)
- Opportunity Home Collaborates with City as Part of Federal Energy Efficiency Grant
- Father's Day Recap
- Bring Your Kids to Work Day
- San Pedro Apartments Development Approved
- NAHRO Awards of Merit
- Leaven Kids at Westway
- District 4 Food Distribution
- Opportunity Home Unveils Emergency Rental Assistance Fund
- New Community Hub at Alazan Courts
- Lease-Up Fair
- FY25 Community Project Funding Subcommittee Approval
- Lincoln Heights Apartments Renovation Meetings

CLOSED SESSION

15. 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 and discussion regarding the Snowden Construction Contract
- Consultation with attorney and discussion regarding new development opportunities



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ACTING PRESIDENT & CEO

Michael Reyes

- Consultation with attorney and discussion regarding Housing Bond Projects

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).

- Discussion and consultation with attorney regarding compensation review for the President and CEO and Executive Leadership Team
- Discussion and consultation with attorney regarding Acting President and CEO's Performance Goals and Appraisal for 2024-2025 and Contract

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 adopting Code of Conduct for the Board of Commissioners

16. Adjournment

DS
MR

Posted on: 7/31/2024 05:00 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."



A COMMUNITY OF POSSIBILITIES

MINUTES OF OPPORTUNITY HOME SAN ANTONIO SPECIAL BOARD MEETING

I. Call to Order:

Chair Lopez called the Special Board Meeting of Opportunity Home San Antonio to order at 9:24 AM CDT on June 29, 2024. The meeting was held at the Cassiano Homes Apartments, 2919 S. Laredo St., San Antonio, TX 78207.

Board Members Present:

Chair Gabriel Lopez, Vice Chair Gilbert Casillas, Janet Garcia, Estrellita Garcia-Diaz, and Leilah Powell.

Adviser Present:

None.

Guests Present:

Acting President and CEO Michael Reyes; Diana Kollodziej Fiedler, Chief Financial Officer; and Muriel Rhoder, Chief Administrative Officer.

Board Members Absent:

Dalia Contreras.

Quorum:

A quorum was established with five (5) voting members present.

II. Citizens to be Heard

Citizens are provided three minutes each to speak to any agenda item. There were eight (8) citizens signed up to speak; five (5) citizens spoke; no citizens ceded their time.

Discussion Item

III. Guided tour and discussion regarding Cassiano Homes Apartments

IV. Adjournment

Main Motion Regarding Adjournment

Moved by Commissioner Powell. Seconded by Vice Chair Casillas. The motion carried with five (5) in favor and none against by a voice vote.

The Board adjourned the meeting at 9:38 AM CDT.



ATTEST:

Gabriel Lopez
Chair, Board of Commissioners

Date

Michael Reyes
Acting President and CEO

Date



A COMMUNITY OF POSSIBILITIES

MINUTES OF OPPORTUNITY HOME SAN ANTONIO SPECIAL BOARD MEETING

I. Call to Order:

Chair Lopez called the Special Board Meeting of Opportunity Home San Antonio to order at 10:15 AM CDT on June 29, 2024. The meeting was held at the Snowden Apartments, 7223 Snowden Rd., San Antonio, TX 78240.

Board Members Present:

Chair Gabriel Lopez, Vice Chair Gilbert Casillas, Janet Garcia, Estrellita Garcia-Diaz, and Leilah Powell.

Adviser Present:

None.

Guests Present:

Acting President and CEO Michael Reyes; Diana Kollodziej Fiedler, Chief Financial Officer; and Muriel Rhoder, Chief Administrative Officer.

Board Members Absent:

Dalia Contreras.

Quorum:

A quorum was established with five (5) voting members present.

II. Citizens to be Heard

Citizens are provided three minutes each to speak to any agenda item. There were no (0) citizens signed up to speak; no (0) citizens spoke; no citizens ceded their time.

Discussion Item

III. Guided tour and discussion regarding Snowden Apartments

IV. Adjournment

Main Motion Regarding Adjournment

Moved by Commissioner Garcia-Diaz. Seconded by Vice Chair Casillas. The motion carried with five (5) in favor and none against by a voice vote.

The Board adjourned the meeting at 10:43 AM CDT.



ATTEST:

Gabriel Lopez
Chair, Board of Commissioners

Date

Michael Reyes
Acting President and CEO

Date



MINUTES OF OPPORTUNITY HOME SAN ANTONIO SPECIAL BOARD MEETING

I. Call to Order:

Chair Lopez called the Special Board Meeting of Opportunity Home San Antonio to order at 11:18 AM CDT on June 29, 2024. The meeting was held at the Charles Andrews Apartments, 4060 Medical Dr., San Antonio, TX 78229.

Board Members Present:

Chair Gabriel Lopez, Vice Chair Gilbert Casillas, Janet Garcia, Estrellita Garcia-Diaz, and Leilah Powell.

Adviser Present:

None.

Guests Present:

Acting President and CEO Michael Reyes; Diana Kollodziej Fiedler, Chief Financial Officer; and Muriel Rhoder, Chief Administrative Officer.

Board Members Absent:

Dalia Contreras.

Quorum:

A quorum was established with five (5) voting members present.

II. Citizens to be Heard

Citizens are provided three minutes each to speak to any agenda item. There were four (4) citizens signed up to speak; four (4) citizens spoke; no citizens ceded their time.

Discussion Item

III. Guided tour and discussion regarding Charles Andrews Apartments

IV. Adjournment

Main Motion Regarding Adjournment

Moved by Vice Chair Casillas. Seconded by Commissioner Powell. The motion carried with five (5) in favor and none against by a voice vote.

The Board adjourned the meeting at 11:23 AM CDT.



A COMMUNITY OF POSSIBILITIES

ATTEST:

Gabriel Lopez
Chair, Board of Commissioners

Date

Michael Reyes
Acting President and CEO

Date



MINUTES OF OPPORTUNITY HOME SAN ANTONIO SPECIAL BOARD MEETING

I. Call to Order:

Chair Lopez called the Special Board Meeting of Opportunity Home San Antonio to order at 9:02 AM CDT on July 11, 2024. The meeting was held at the Opportunity Home San Antonio Central Office located at 818 S. Flores St. San Antonio, TX 78204.

Board Members Present:

Chair Gabriel Lopez, Vice Chair Gilbert Casillas, Estrellita Garcia-Diaz, and Leilah Powell.

Adviser Present:

Doug Poneck, General Counsel.

Guests Present:

Acting President and CEO Michael Reyes and Diana Kollodziej Fiedler, Chief Financial Officer.

Board Members Absent:

Dalia Contreras and Janet Garcia.

Quorum:

A quorum was established with four (4) voting members present.

II. Citizens to be Heard

Citizens are provided three minutes each to speak to any agenda item. There were no (0) citizens signed up to speak; no (0) citizens spoke; no citizens ceded their time.

Minutes

III. Minutes

Vice Chair Casillas moved to approve the June 12, 2024, Regular Board meeting minutes. Commissioner Powell seconded the motion. The motion carried with four (4) in favor and none against by a voice vote.

Consent Item

IV. Resolution 6503

Consideration and approval regarding Resolution 6503, certifying that Opportunity Home'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)

Main Motion Regarding Resolution 6503



A COMMUNITY OF POSSIBILITIES

Moved by Commissioner Powell. Seconded by Commissioner Garcia-Diaz. The motion carried with four (4) in favor and none against by a voice vote.

Attorney Doug Poneck read the Board into Closed Session.

Chair Lopez recessed the Regular Board meeting and entered into Closed Session at 9:04 AM CDT.

V. Closed Session

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).

- Discussion and consultation with attorney regarding compensation review for the President and CEO and Executive Leadership Team
- Discussion and consultation with attorney regarding Acting President and CEO's Performance Goals and Appraisal for 2024-2025 and Contract

The Board returned from Closed Session and Chair Lopez called the meeting to order at 9:48 AM CDT.

VI. Adjournment

Main Motion Regarding Adjournment

Moved by Vice Chair Casillas. Seconded by Commissioner Powell. The motion carried with four (4) in favor and none against by a voice vote.

The meeting adjourned at 9:49 AM CDT.

ATTEST:


Gabriel Lopez
Chair, Board of Commissioners


Date

Michael Reyes
Acting President and CEO

Date

OPPORTUNITY HOME SAN ANTONIO**August 7, 2024****BOARD OF COMMISSIONERS
Regular Board Meeting****RESOLUTION 6553, APPROVING INTERIM POLICY UPDATES TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY**

DocuSigned by:

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Michael Reyes
 Acting President and CEO

DocuSigned by:

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Kristen Carreon
 Director of Operations Support

REQUESTED ACTION:

Consideration and approval regarding Resolution 6553, approving interim policy updates to the Admissions and Continued Occupancy Policy.

SUMMARY:

In March 2020, at the onset of the COVID pandemic, the U.S. Congress passed and signed into law the CARES Act. That law temporarily suspended evictions for nonpayment of rent or other fees. The eviction moratorium was extended in July 2020, December 2020, March 2021, June 2021, and August 2021, and expired nationwide on October 3, 2021. Opportunity Home San Antonio elected to extend the eviction moratorium indefinitely to assist Public Housing residents further.

During this time, rent payments were not canceled, but families accrued a balance, if they failed to make rental payments. To demonstrate the agency's commitment to creating practical solutions that keep residents in their homes and allow more families the opportunity for families facing eviction to enter into repayment agreements, Opportunity Home is proposing the below updates to the Repayment Agreement and Rental Payment Policies outlined in §16.3 and §8.1.F of the Admissions and Continued Occupancy Policy (ACOP). The Public Housing Lease will be updated to include the updated rental payment policy, effective September 1, 2024.

- Language will be added to 16.3.B to allow for Opportunity Home to take actions including lease violations and termination of tenancy for families that accrue over 3 months of rental debt.
- Language will be removed from 16.3.B(f)(iii) that prevents Opportunity Home from offering a repayment agreement to families that owe \$25 or less.
- The threshold to enter into a repayment agreement will be updated from \$3,000 to \$6,000 for households with debt from March 2020 to April 2024. Therefore, families that have accrued debt within that timeframe will only need to pay down the total amount owed to \$6,000 or below to be eligible for a repayment agreement. This will allow a greater number of families to qualify for repayment agreements.
- Language will be removed from 16.3.B(f)(ii) that prevents Opportunity Home from offering a new repayment agreement to families that have completed one within the last 6 months.
- Language will be updated from 8.1.F(b)(i) to allow for resident payments to be applied to rent first before existing charges on the account, such as late fees or maintenance

charges.

Proposed policy language:

8.1.F Payments Due Under the Lease

(1) Rent Payments Rent Payments [24 CFR 966.4(b)(1)]

(i) Opportunity Home will first apply resident payments to the oldest rent charges before any other charges are credited, including late fees and/or maintenance charges.

16.3.B Debts Owed to Opportunity Home

(2) If a family exceeds three months of rental debt, housing assistance may be terminated in accordance with the policies in Chapters 8 and 13.

(f) No Offer of Repayment Agreement

Opportunity Home will not offer the family a repayment agreement when the following circumstances apply:

- (i) The family has an existing repayment agreement with Opportunity Home; or
- (ii) The amount owed by the family exceeds \$3,000.
 - (A) If the amount owed by the family exceeds \$3,000, the family may pay to reduce the total amount owed to or below the \$3,000 cap in addition to the down payment to become eligible for a repayment agreement.
- (iii) The amount owed by families with debt from March 2020 - April 2024 exceeds \$6,000.
 - (A) If the amount owed by the family exceeds \$6,000, the family may pay to reduce the total amount owed to or below the \$6,000 cap in addition to the down payment to become eligible for a repayment agreement.
- (iv) The family has already executed a repayment agreement and fails to pay the monthly payment on the due date agreed upon between the family and Opportunity Home.

In addition to the opportunity for residents with higher debt amounts to enter into repayment agreements, we have updated procedures to extend repayment agreement time limits to better assist residents in managing their repayment agreement monthly payments and remain conscious of agency budget constraints.

STRATEGIC OUTCOMES:

Supports all strategic outcomes.

ATTACHMENTS:

Resolution 6553

Slides

**Opportunity Home San Antonio
Resolution 6553**

RESOLUTION 6553, APPROVING INTERIM POLICY UPDATES TO THE ADMISSIONS AND CONTINUED OCCUPANCY POLICY

WHEREAS, Opportunity Home San Antonio elected to extend the federally mandated eviction moratorium indefinitely to further assist Public Housing residents recover from the COVID-19 pandemic; and

WHEREAS, during this time, rent payments were not canceled but accrued a balance for those who failed to make rental payments; and

WHEREAS, to demonstrate the agency's commitment to creating practical solutions that keep residents in their homes and allow the opportunity for families facing eviction to enter into repayment agreements; and

WHEREAS, Opportunity Home is proposing interim updates to the Repayment Agreement and Rental Payment Policies outlined in §16.3 and §8.1.F of the Admissions and Continued Occupancy Policy (ACOP) and the rental payment policy in the Public Housing Lease.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) Approves Resolution 6553, approving interim policy updates to the Admissions and Continued Occupancy Policy.
- 2) Authorizes the Acting President and CEO or designee to execute all necessary documents and extensions.

Passed and approved this 7th day of August 2024.

Gabriel Lopez
Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes
Acting President and CEO



Summary of Interim Revisions to FY 2024 - 2025 Admissions & Continued Occupancy Plan and Public Housing Lease

Indicates policy has been added

~~Indicates policy has been removed~~

To demonstrate the agency's commitment to creating practical solutions that keep residents in their homes and allow more families the opportunity for families facing eviction to enter into repayment agreements, Opportunity Home is proposing the below updates to the Repayment Agreement and Rental Payment Policies outlined in §16.3 and §8.1.F of the Admissions and Continued Occupancy Policy (ACOP). The Public Housing Lease will be updated to include the updated rental payment policy.

Repayment Agreement Policies

16.3.B Family Debts to Opportunity Home

- (1) Any amount owed to Opportunity Home by a public housing family must be repaid. If the family is unable to repay the debt within 30 days, Opportunity Home will offer to enter into a repayment agreement in accordance with the policies below.
- (2) If a family exceeds three months of rental debt, housing assistance may be terminated in accordance with the policies in Chapters 8 and 13.
- (23) If the family refuses to repay the debt, does not enter into a repayment agreement, or breaches a repayment agreement, Opportunity Home will terminate the family's tenancy in accordance with the policies in Chapter 13. Opportunity Home will also pursue other modes of collection.



16.3.B(f)

(f) ***No Offer of Repayment Agreement***

Opportunity Home will not offer the family a repayment agreement when the following circumstances apply:

- (i) The family has an existing repayment agreement with Opportunity Home; or
- ~~(ii) The family has completed a repayment agreement within the last six months;~~
- ~~(iii) The amount owed is \$25 or less; or~~
- (iv) The amount owed by the family exceeds \$3,000.
 - (A) If the amount owed by the family exceeds \$3,000, the family may pay to reduce the total amount owed to or below the \$3,000 cap in addition to the down payment to become eligible for a repayment agreement.
- ~~(v) The amount owed by families with debt from March 2020 - April 2024 exceeds \$6,000.~~
 - ~~(A) If the amount owed by the family exceeds \$6,000, the family may pay to reduce the total amount owed to or below the \$6,000 cap in addition to the down payment to become eligible for a repayment agreement.~~
- (vi) The family has already executed a repayment agreement and fails to pay the monthly payment on the due date agreed upon between the family and Opportunity Home.



Rental Payment Policies

8.1.F Payments Under the Lease

- (i) Opportunity Home will **first** apply resident payments to the **oldest rent charges**, ~~oldest balance on the account~~ before any **other** current charges are credited, including **late fees and/or maintenance charges, rent charges**.

Public Housing Lease Part II

II. Lease and Amount of Rent

- (b) **Rent in the amount stated per month in Part I of this Lease is due and payable in advance on the first day of each month and will be considered delinquent after the fifth business day of the month.** Any payments made by the Tenant will be applied to the oldest **rent charges** ~~debt~~ first. Rent may include utilities as described in Section VII below and includes all maintenance services due to normal wear and tear [966.4 (e)(1) & (3)].

Interim ACOP Updates

August 2024

Updated Repayment Agreement Policies

In accordance with **24 CFR 982.552(c)(1)(vii)** and **PIH Notice 2018-18**, Opportunity Home San Antonio has the discretion to establish thresholds and policies for repayment agreements with families.

- In Spring 2024, Opportunity Home resumed evictions for families that accrued a rental balance during the extended eviction moratorium for non-payment of rent from March 2020 - April 2024.
- To allow the opportunity for more families facing eviction due to non-payment of rent to enter into repayment agreements, Opportunity Home is proposing interim policy updates to the Repayment Agreement policies outlined in § 16.3 of the Admissions and Continued Occupancy Policy (ACOP).

Repayment Agreement Policy and Procedure Updates

Policy Updates

- Language will be added to 16.3.B to allow for Opportunity Home to take actions including repayment agreements, lease violations, and / or notices to vacate for families that accrue over three months of rental debt.
- Language will be removed from 16.3.B(f)(iii) that prevents Opportunity Home from offering a repayment agreement to families that owe \$25 or less.
- Language will be updated from 8.1.F(b)(i) to allow for resident payments to first be applied to rent before existing charges on the account, such as late fees or maintenance charges.
- **The Public Housing Lease will be updated to include the updated rental payment policy.**

Repayment Agreement Policy and Procedure Updates

Policy Updates Cont'd

- The threshold to enter into a repayment agreement noted in Section 16.3.B(f)(iv)&(A) will be **updated from \$3,000 to \$6,000 for households with debt from March 2020 to April 2024**. This will allow a greater number of families to qualify for repayment agreements.
- Language will be removed from section 16.3.B(f)(ii) that prevents Opportunity Home from offering a new repayment agreement to families that have completed one within the last 6 months.


Procedure Updates


- To better assist residents in managing their repayment agreement monthly payments and remain conscious of agency budget constraints, internal procedures will also be updated to extend repayment agreement time limits.

Questions?

**BOARD OF COMMISSIONERS
Regular Board Meeting**

RESOLUTION 6555, AUTHORIZING THE ACTING PRESIDENT AND CEO THE AUTHORITY TO AWARD PREVIOUSLY APPROVED CITY COUNCIL AND CONGRESSIONAL PROJECT FUNDED RELATED CONTRACTS IN EXCESS OF \$250,000

DocuSigned by:

33A0F1EEDAA1479...
Michael Reyes
Acting President and CEO

DocuSigned by:

23FA86FCE9934A7...
George Ayala
Director of Procurement

REQUESTED ACTION:

Consideration and approval regarding Resolution 6555, authorizing the Acting President and CEO the authority to award previously approved City Council and Congressional project funded related contracts in excess of \$250,000.

SUMMARY:

As part of the City of San Antonio’s Strategic Housing Implementation Plan, Opportunity Home has received bond funds as well as Congressional Earmarks to expand and renovate various communities within the organization's portfolio.

Procurement will utilize various procurement methods to award contracts for these projects that will be based on a competitive bid or proposal process, are in accordance with the Organization's Procurement Policy, HUD’s Procurement Handbook for Public Housing Agencies, or are exempt from competitive bidding under Chapter 252 of the Texas Local Government Code. These methods may include the issuance of solicitations, utilizing cooperative agreements, piggybacking or joining other Public Housing Authority-awarded contracts, and awarding second contracts under a previously awarded solicitation by the organization in which the current contract is still active.

Opportunity Home is authorized by the Housing Authorities Laws, specifically Section 392.051(c), to delegate a power or duty to an agent or employee as it considers proper.

Sec. 392.051. GENERAL POWERS. (a) An authority exercises public and essential governmental functions and has the powers necessary or convenient to accomplish the purposes and provisions of this chapter.

(b) The powers of an authority are vested in the commissioners of the authority.

(c) An authority may delegate a power or duty to an agent or employee as it considers proper.

Opportunity Home and its Affiliated Entities are requesting approval for the Board of

OPPORTUNITY HOME SAN ANTONIO

August 7, 2024

Commissioners to delegate to the Acting President and CEO the authority for Emergency Action for Board-approved items related to previously approved City Bonds and Congressional Earmarks (i.e., items normally approved by a quorum of the full Board of Commissioners), including executing all necessary contracts, purchasing all goods and services, and taking any and all other actions on the organization's behalf where the cost exceeds the Acting President and CEO's approval authority of \$250,000.

The details of all awards will be brought to the next regularly scheduled Board meeting to ratify the expenditure of funds.

CONTRACT OVERSIGHT:

George Ayala, Director of Procurement

STRATEGIC OUTCOMES:

Supports all strategic outcomes.

ATTACHMENT:

Resolution 6555

**Opportunity Home San Antonio
Resolution 6555**

RESOLUTION 6555, AUTHORIZING THE ACTING PRESIDENT AND CEO THE AUTHORITY TO AWARD PREVIOUSLY APPROVED CITY COUNCIL AND CONGRESSIONAL PROJECT FUNDED RELATED CONTRACTS IN EXCESS OF \$250,000

WHEREAS, as part of the City of San Antonio’s Strategic Housing Implementation Plan, Opportunity Home has received bond funds as well as Congressional Community Project Funding to expand and renovate various communities within the organization's portfolio; and

WHEREAS, procurement will utilize various procurement methods to award contracts for these projects that will be based on a competitive bid or proposal process; and

WHEREAS, Opportunity Home is authorized by the Housing Authorities Laws, specifically Section 392.051(c), to delegate a power or duty to an agent or employee as it considers proper; and

WHEREAS, Opportunity Home and its Affiliated Entities are requesting approval for the Board of Commissioners to delegate to the Acting President and CEO the authority for Emergency Action for Board-approved items related to previously approved City Council and Congressional projects (i.e., items normally approved by a quorum of the full Board of Commissioners), including executing all necessary contracts, purchasing all goods and services, and taking any and all other actions on the organization's behalf where the cost exceeds the Acting President and CEO’s approval authority of \$250,000; and

WHEREAS, the details of all awards will be brought to the next regularly scheduled board meeting to ratify the expenditure of funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) Approves Resolution 6555, authorizing the Acting President and CEO the authority to award previously approved City Council and Congressional project funded related contracts in excess of \$250,000.
- 2) Authorizes the Acting President and CEO or designee to execute all necessary documents and extensions.

Passed and approved this 7th day of August 2024.

Gabriel Lopez
Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes
Acting President and CEO

**BOARD OF COMMISSIONERS
Regular Board Meeting**

**RESOLUTION 6556, APPROVING OPPORTUNITY HOME SAN ANTONIO AND/OR ITS
AFFILIATED ENTITY TO ENTER INTO A NEGOTIATED SETTLEMENT FOR DELAY CLAIMS
FOR SNOWDEN ROAD CONSTRUCTION PROJECT**

DocuSigned by:
Michael Reyes

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Michael Reyes
Acting President and CEO

DocuSigned by:
Miranda Castro

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Miranda Castro
Chief Asset Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6556, approving Opportunity Home San Antonio and/or its Affiliated Entity to enter into a negotiated settlement for delay claims for Snowden Road construction project.

SUMMARY:

Opportunity Home San Antonio engaged Franklin Construction Ltd. to construct the Snowden Road Apartment project. During construction, there have been numerous delays, the cause of which is in dispute. Further, multiple change orders have been submitted, but remain unpaid. This mediated settlement of all claims will cover all outstanding change orders for which Opportunity Home would be responsible for payment and any delay damages that Franklin Construction, Ltd may have asserted. To avoid further delays, uncertainty, and additional money being spent on potential litigation, the Parties agreed to mediate their dispute. This settlement will limit the number of downward adjusters that may be associated with the Project and should have a minimal financial impact on the project for Opportunity Home San Antonio and/or its non-profit affiliate or instrumentality. The Project previously budgeted a certain amount for downward adjusters regarding the Tax Credits associated with the project's construction due to the delays that have occurred up to this point. With the settlement, which includes a date certain for the completion of the Project, the downward adjusters will be limited and under the budgeted amount.

STRATEGIC OUTCOME/S:

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

ATTACHMENT:

Resolution 6556

**OPPORTUNITY HOME SAN ANTONIO
RESOLUTION 6556**

**RESOLUTION 6556, APPROVING OPPORTUNITY HOME SAN ANTONIO AND/OR ITS
AFFILIATED ENTITY TO ENTER INTO A NEGOTIATED SETTLEMENT FOR DELAY CLAIMS
FOR SNOWDEN ROAD CONSTRUCTION PROJECT**

WHEREAS, Opportunity Home San Antonio entered into a development contract with Franklin Construction Limited for the construction of the Snowden Road Apartments project; and

WHEREAS, the construction project has experienced several delays which may entitle Franklin Construction Limited to delay damage claims; and

WHEREAS, the Parties disagree as to the cause of the delays and the total amount of damages that Franklin Construction Limited may be entitled to as a result of certain delays; and

WHEREAS, the Parties do not wish to delay the construction of the Snowden Road Apartments project any further and where the Parties wish to avoid the expense, delay, and uncertainty of litigation; and

WHEREAS, the Parties attended mediation on July 17, 2024, and agreed to settle all claims they may have against each other and continue the project with determined deadlines, such that future damages are mitigated.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Opportunity Home San Antonio hereby:

Approves the settlement that was entered into on behalf of Opportunity Home San Antonio, whereby Opportunity Home San Antonio will pay a certain amount to Franklin Construction Limited as settlement of all change orders and claims for delay damages.

Passed and approved this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO

**BOARD OF COMMISSIONERS
Regular Board Meeting**

RESOLUTION 6546, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE ALHAMBRA APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, AND OTHER MATTERS IN CONNECTION THEREWITH

DocuSigned by:
Michael Reyes

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Michael Reyes
Acting President and CEO

DocuSigned by:
Miranda Castro

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Miranda Castro
Chief Asset Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6546, authorizing San Antonio Housing Development Corporation to expend Moving to Work funds to purchase limited partner interest in the Alhambra Apartments Project, combine the post-closing ownership interests into a single component entity of Opportunity Home San Antonio, dissolve the existing partnership, and other matters in connection therewith.

SUMMARY:

San Antonio Housing Facility Corporation, through a limited liability company of which it is the sole member, serves as general partner of The Alhambra Apartments, Ltd. (the "Partnership"). The Partnership is also comprised of San Antonio Housing Development Corporation as Substitute Class B limited partner, MuniMae SLP II, LLC as the Special Limited Partner, and MMA The Alhambra, LLC as the investor limited partner. The Alhambra, LLC, owns the general partner interests in and to the Alhambra Apartments Project (the "Project").

STRATEGIC OUTCOMES:

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

ATTACHMENTS:

- Resolution 6546
- Resolution 24DEV-07-24
- Slides

**CERTIFICATE FOR RESOLUTION
RESOLUTION 6546**

The undersigned officer of San Antonio Housing Authority a/k/a Opportunity Home San Antonio of the City of San Antonio, Texas (the “Authority”) hereby certifies as follows:

1. In accordance with the bylaws of the Authority, the Board of Commissioners of the Authority (the “Board”) held a meeting on August 7, 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 6546, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE ALHAMBRA APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, 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 state statutes and the Bylaws of the Authority.

SIGNED and SEALED this 7th day of August 2024.



Michael Reyes
Acting President and CEO

**OPPORTUNITY HOME SAN ANTONIO
RESOLUTION 6546**

RESOLUTION 6546, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE ALHAMBRA APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Opportunity Home San Antonio, through its component entities and single member limited liability companies, has served as General Partner to the Alhambra Apartments (the “Project”); and

WHEREAS, the San Antonio Housing Development Corporation (“SAHDC”) previously acquired the Class B Limited Partner interest in the Project; and

WHEREAS, the existing special limited partner (“Special Limited Partner”) and investor limited partner (“Investor Limited Partner”) have been presented with an offer to sell the Project in fee simple (the “Sale”); and

WHEREAS, the Project has incurred debt and has an existing loan on the Property with a payoff amount of approximately \$2,758,903.50; and

WHEREAS, SAHDC intends to utilize Moving to Work funds to purchase the interests in the Project, thereby giving Opportunity Home San Antonio 100% ownership of each partnership entity through its component entities and/or single member limited liability companies owned entirely by its component entities; and

WHEREAS, after the purchase, Opportunity Home San Antonio and/or its component entities would consolidate ownership of the Project into a single entity and dissolve the existing partnership in order to reduce ongoing overhead costs and liabilities born by the existing partnership; and

WHEREAS, the Board of Commissioners of Opportunity Home San Antonio (the “Board”) has determined that it is in the public interest and to the benefit of the citizens and residents of San Antonio for Opportunity Home San Antonio to authorize providing the Deficit Funding and authorize the Sale so that the Partnership may continue to operate the Project as an affordable housing project; and

WHEREAS, this Board has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of Opportunity Home San Antonio.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) The Sale and provision of the Moving to Work funding in order to effectuate the Sale are hereby authorized and approved.
- 2) The Acting President and CEO, and each officer of Opportunity Home San Antonio (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 Sale and Deficit Funding 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 this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO

**CERTIFICATE FOR RESOLUTION
RESOLUTION 24DEV-07-24**

The undersigned officer of the San Antonio Housing Development Corporation (the “SAHDC”) hereby certifies as follows:

1. In accordance with the bylaws of SAHDC, the Board of Directors of SAHDC (the “Board”) held a meeting on August 7, 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 24DEV-07-24, AUTHORIZING SAN ANTONIO HOUSING
DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO
PURCHASE LIMITED PARTNER INTERESTS IN THE ALHAMBRA
APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP
INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY
HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, 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 Articles of Incorporation and the bylaws of SAHDC.

SIGNED this 7th day of August 2024.

Michael Reyes
Acting Secretary/Treasurer

**San Antonio Housing Development Corporation
Resolution 24DEV-07-24**

RESOLUTION 24DEV-07-24, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE ALHAMBRA APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Opportunity Home San Antonio, through its component entities and single member limited liability companies, has served as General Partner to the Alhambra Apartments (the “Project”); and

WHEREAS, the San Antonio Housing Development Corporation (“SAHDC”) previously acquired the Class B Limited Partner interest in the Project; and

WHEREAS, the existing special limited partner (“Special Limited Partner”) and investor limited partner (“Investor Limited Partner”) have been presented with an offer to sell the Project in fee simple (the “Sale”); and

WHEREAS, the Project has incurred debt and has an existing loan on the Property with a payoff amount of approximately \$2,758,903.50; and

WHEREAS, SAHDC intends to utilize Moving to Work funds to purchase the interests in the Project, thereby giving Opportunity Home San Antonio 100% ownership of each partnership entity through its component entities and/or single member limited liability companies owned entirely by its component entities; and

WHEREAS, after the purchase, Opportunity Home San Antonio and/or its component entities would consolidate ownership of the Project into a single entity and dissolve the existing partnership in order to reduce ongoing overhead costs and liabilities born by the existing partnership; and

WHEREAS, the Board of Directors of Opportunity Home San Antonio (the “Board”) has determined that it is in the public interest and to the benefit of the citizens and residents of San Antonio for Opportunity Home San Antonio to authorize providing the Deficit Funding and authorize the Sale so that the Partnership may continue to operate the Project as an affordable housing project; and

WHEREAS, this Board has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of Opportunity Home San Antonio.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of San Antonio Housing Development Corporation hereby:

- 1) The Sale and provision of the Moving to Work funding in order to effectuate the Sale are hereby authorized and approved.
- 2) The Acting Secretary/Treasurer, Assistant Secretary/Treasurer, and each officer of San Antonio Housing Development 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 Sale and Deficit Funding 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 this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Directors

Attested and approved as to form:

Michael Reyes

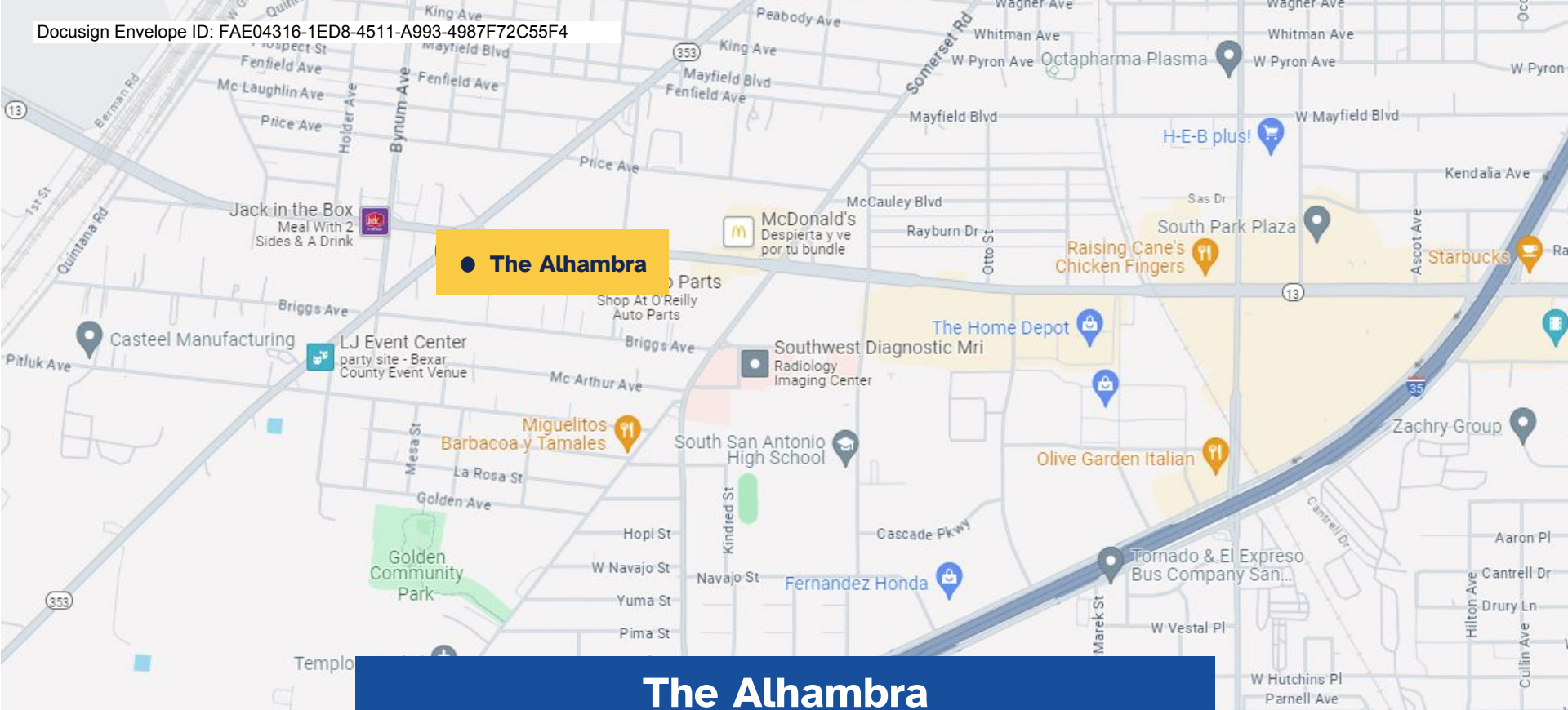
Acting Secretary/Treasurer

Alhambra Acquisition

Miranda Castro

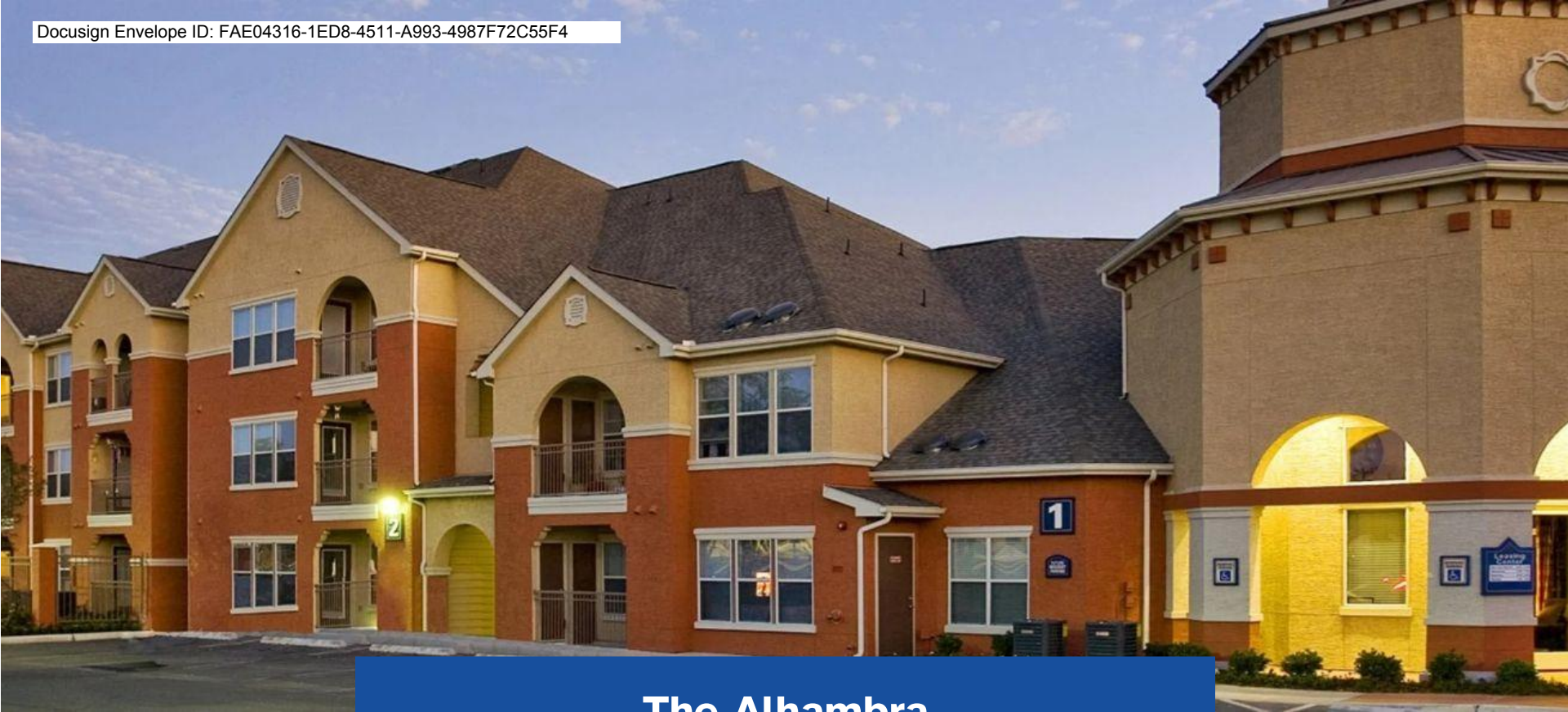
Chief Asset Management Officer





● The Alhambra

The Alhambra
7130 New Laredo Highway



The Alhambra

Acquisition of Partnership Interest

Alhambra

Acquisition of partnership interest to acquire ownership of the asset per the Option Agreement section of the Limited Partnership Agreement. For this asset, the acquisition price is based on appraised value of **\$3,300,000**. The sales price, asset cash, and reserves less cost of sale is distributed through the waterfall to the respective partners. The acquisition cost will be paid with MTW funds and the current mortgage will be paid in full.

140 units

Placed in service: **2007**

Beacon Management since **2021**

Questions?

**BOARD OF COMMISSIONERS
Regular Board Meeting**

RESOLUTION 6547, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE SAN JUAN SQUARE I APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, AND OTHER MATTERS IN CONNECTION THEREWITH

DocuSigned by:
Michael Reyes
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Michael Reyes
Acting President and CEO

DocuSigned by:
Miranda Castro
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Miranda Castro
Chief Asset Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6547, authorizing San Antonio Housing Development Corporation to expend Moving to Work funds to purchase limited partner interest in the San Juan Square I Apartments Project, combine the post-closing ownership interests into a single component entity of Opportunity Home San Antonio, dissolve the existing partnership, and other matters in connection therewith.

SUMMARY:

San Antonio Housing Development Corporation, through a limited liability company of which it is the sole member, serves as general partner of San Juan Square, Ltd. (the "Partnership"). The Partnership is also comprised of San Antonio Housing Development Corporation as Substitute Class B limited partner, MuniMae SLP II, LLC, as the Special Limited Partner, and MMA San Juan, LLC, as the investor limited partner. San Juan Square, LLC, owns the general partner interests in and to the San Juan Square I Apartments Project (the "Project").

STRATEGIC OUTCOMES:

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

ATTACHMENTS:

- Resolution 6547
- Resolution 24DEV-07-25
- Slides

**CERTIFICATE FOR RESOLUTION
RESOLUTION 6547**

The undersigned officer of San Antonio Housing Authority a/k/a Opportunity Home San Antonio of the City of San Antonio, Texas (the “Authority”) hereby certifies as follows:

1. In accordance with the bylaws of the Authority, the Board of Commissioners of the Authority (the “Board”) held a meeting on August 7, 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 6547, AUTHORIZING SAN ANTONIO HOUSING
DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO
PURCHASE LIMITED PARTNER INTERESTS IN THE SAN JUAN SQUARE I
APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP
INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY
HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, 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 state statutes and the Bylaws of the Authority

SIGNED and SEALED this 7th day of August 2024.



Michael Reyes
Acting President and CEO

**OPPORTUNITY HOME SAN ANTONIO
RESOLUTION 6547**

RESOLUTION 6547, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE SAN JUAN SQUARE I APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Opportunity Home San Antonio, through its component entities and single member limited liability companies, has served as General Partner to the San Juan Square I Apartments (the “Project”); and

WHEREAS, the San Antonio Housing Development Corporation (“SAHDC”) previously acquired the Class B Limited Partner interest in the Project; and

WHEREAS, the existing special limited partner (“Special Limited Partner”) and investor limited partner (“Investor Limited Partner”) have been presented with an offer to sell the Project in fee simple (the “Sale”); and

WHEREAS, the Project has incurred debt and has an existing loan on the Property with a payoff amount of approximately \$2,642,153.07; and

WHEREAS, SAHDC intends to utilize Moving to Work funds to purchase the interests in the Project, thereby giving Opportunity Home San Antonio 100% ownership of each partnership entity through its component entities and/or single member limited liability companies owned entirely by its component entities; and

WHEREAS, after the purchase, Opportunity Home San Antonio and/or its component entities would consolidate ownership of the Project into a single entity and dissolve the existing partnership in order to reduce ongoing overhead costs and liabilities born by the existing partnership; and

WHEREAS, the Board of Commissioners of Opportunity Home San Antonio (the “Board”) has determined that it is in the public interest and to the benefit of the citizens and residents of San Antonio for Opportunity Home San Antonio to authorize providing the Deficit Funding and authorize the Sale so that the Partnership may continue to operate the Project as an affordable housing project; and

WHEREAS, this Board has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of Opportunity Home San Antonio.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) The Sale and provision of the Moving to Work funding in order to effectuate the Sale are hereby authorized and approved.
- 2) The Acting President and CEO, and each officer of Opportunity Home San Antonio (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 Sale and Deficit Funding 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 this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO

**CERTIFICATE FOR RESOLUTION
RESOLUTION 24DEV-07-25**

The undersigned officer of the San Antonio Housing Development Corporation (the “SAHDC”) hereby certifies as follows:

1. In accordance with the bylaws of SAHDC, the Board of Directors of SAHDC (the “Board”) held a meeting on August 7, 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 24DEV-07-25, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE SAN JUAN SQUARE I APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, 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 Articles of Incorporation and the bylaws of SAHDC.

SIGNED this 7th day of August 2024.

Michael Reyes
Acting Secretary/Treasurer

**San Antonio Housing Development Corporation
Resolution 24DEV-07-25**

RESOLUTION 24DEV-07-25, AUTHORIZING SAN ANTONIO HOUSING DEVELOPMENT CORPORATION TO EXPEND MOVING TO WORK FUNDS TO PURCHASE LIMITED PARTNER INTERESTS IN THE SAN JUAN SQUARE I APARTMENTS PROJECT, COMBINE THE POST-CLOSING OWNERSHIP INTERESTS INTO A SINGLE COMPONENT ENTITY OF OPPORTUNITY HOME SAN ANTONIO, DISSOLVE THE EXISTING PARTNERSHIP, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Opportunity Home San Antonio, through its component entities and single member limited liability companies, has served as General Partner to the San Juan Square I Apartments (the “Project”); and

WHEREAS, the San Antonio Housing Development Corporation (“SAHDC”) previously acquired the Class B Limited Partner interest in the Project; and

WHEREAS, the existing special limited partner (“Special Limited Partner”) and investor limited partner (“Investor Limited Partner”) have been presented with an offer to sell the Project in fee simple (the “Sale”); and

WHEREAS, the Project has incurred debt and has an existing loan on the Property with a payoff amount of approximately \$2,642,153.07; and

WHEREAS, SAHDC intends to utilize Moving to Work funds to purchase the interests in the Project, thereby giving Opportunity Home San Antonio 100% ownership of each partnership entity through its component entities and/or single member limited liability companies owned entirely by its component entities; and

WHEREAS, after the purchase, Opportunity Home San Antonio and/or its component entities would consolidate ownership of the Project into a single entity and dissolve the existing partnership in order to reduce ongoing overhead costs and liabilities born by the existing partnership; and

WHEREAS, the Board of Directors of Opportunity Home San Antonio (the “Board”) has determined that it is in the public interest and to the benefit of the citizens and residents of San Antonio for Opportunity Home San Antonio to authorize providing the Deficit Funding and authorize the Sale so that the Partnership may continue to operate the Project as an affordable housing project; and

WHEREAS, this Board has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of Opportunity Home San Antonio.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of San Antonio Housing Development Corporation hereby:

- 1) The Sale and provision of the Moving to Work funding in order to effectuate the Sale are hereby authorized and approved.
- 2) The Acting Secretary/Treasurer, Assistant Secretary/Treasurer, and each officer of San Antonio Housing Development 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 Sale and Deficit Funding 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 this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Directors

Attested and approved as to form:

Michael Reyes

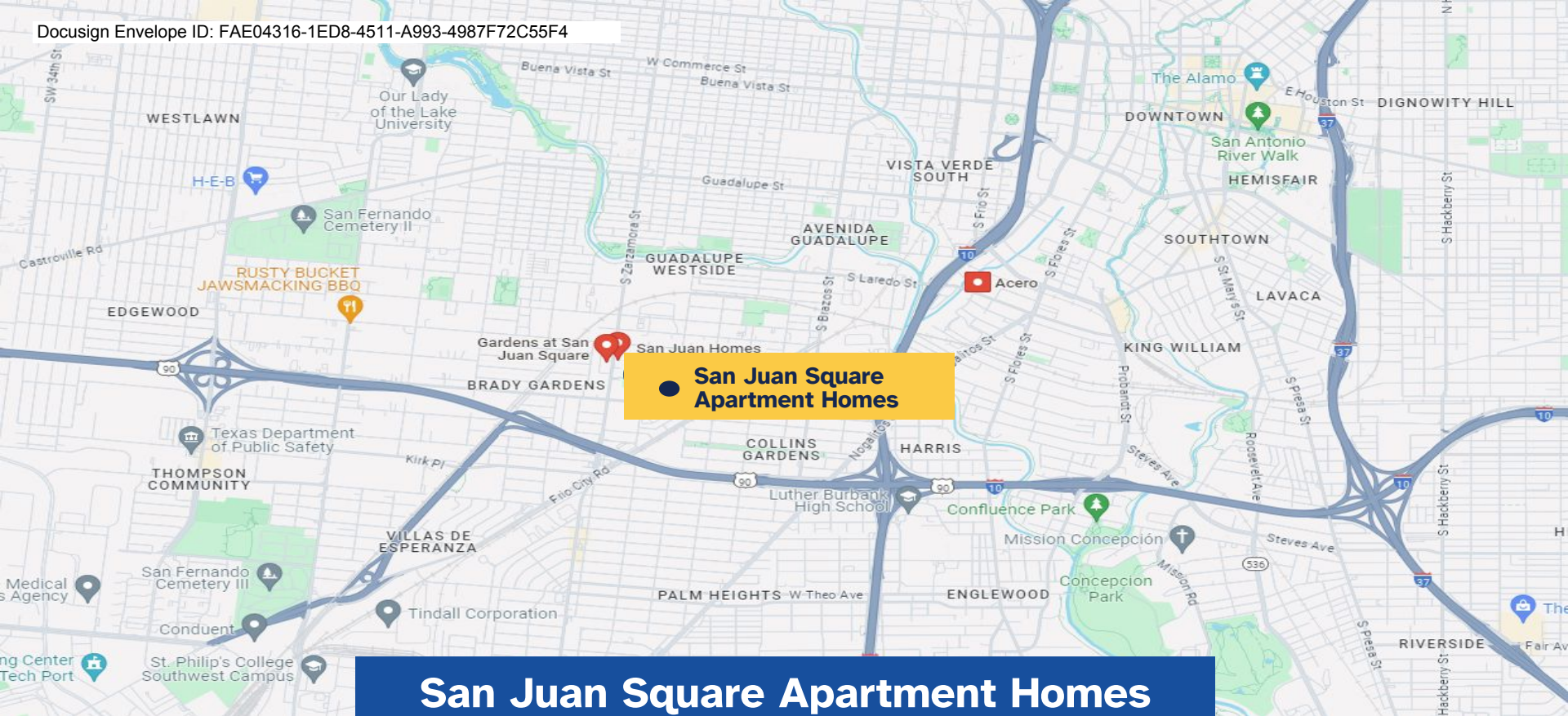
Acting Secretary/Treasurer

San Juan Square Apartment Homes Acquisition

Miranda Castro

Chief Asset Management Officer





San Juan Square Apartment Homes

1938 S. Zarzamora St.

San Juan Square Apartment Homes



REFINANCE

San Juan I

Acquisition of partnership interest to acquire ownership of the asset per the Option Agreement section of the Limited Partnership Agreement. For this asset, the acquisition price is based on current debt of **\$2,593,215**. The sales price, asset cash and reserves less cost of sale is distributed through the waterfall to the respective partners. The acquisition cost will be paid with MTW funds and the current mortgage will be paid in full.

143 units

Placed in service: **2007**

Beacon Management since **2021**

Questions?

**BOARD OF COMMISSIONERS
Regular Board Meeting**

RESOLUTION 6548, AUTHORIZING (I) THE SALE BY OPPORTUNITY HOME SAN ANTONIO OF A VACANT LOT LOCATED AT 4262 W. CESAR CHAVEZ AVENUE, SAN ANTONIO, TEXAS 78237 AT A PURCHASE PRICE OF \$30,000; (II) THE EXPENDITURE OF UNRESTRICTED FUNDS (INCLUDING, BUT NOT LIMITED TO, A PORTION OF THE PROCEEDS OF THE SALE) AND ALL OTHER ACTIONS NECESSARY TO EFFECT THE SALE; AND (III) OTHER MATTERS IN CONNECTION THEREWITH

DocuSigned by:
Michael Reyes
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Michael Reyes
Acting President and CEO

DocuSigned by:
Miranda Castro
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Miranda Castro
Chief Asset Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6548, authorizing (i) the sale by Opportunity Home San Antonio of a vacant lot located at 4262 W. Cesar Chavez Avenue, San Antonio, Texas 78237 at a purchase price of \$30,000; (ii) the expenditure of unrestricted funds (including, but not limited to, a portion of the proceeds of the sale) and all other actions necessary to effect the sale; and (iii) other matters in connection therewith.

SUMMARY:

On March 27, 2024, the Board of Commissioners approved Resolution 6513, authorizing the sale of a vacant lot located at 4262 W. Cesar Chavez Avenue, San Antonio, Texas 78237 (the "Lot") and three other vacant lots. Opportunity Home has since received a cash offer from an individual buyer to purchase the property at a sale price of \$30,000. This resolution is intended to authorize the sale of the Lot at the Purchase Price.

The Lot is unimproved and vacant. Staff has determined that there is no feasible option for Opportunity Home to develop affordable housing on the Lot. Furthermore, unstaffed and unoccupied properties expose Opportunity Home to potential premises liability and other claims. No debt is outstanding on the Lot; accordingly, the proceeds of the sale of the Lot (less costs required to close) will be reinvested into the respective Opportunity Home fund from which the purchase proceeds were drawn. Because the Lot is undeveloped, selling the Lot would not adversely impact Opportunity Home residents.

STRATEGIC OUTCOME:

Opportunity Home residents have a sufficient supply of affordable housing options.

ATTACHMENTS:

- Resolution 6548
- Slides

**CERTIFICATE FOR RESOLUTION
RESOLUTION 6548**

The undersigned officer of Opportunity Home San Antonio of the City of San Antonio, Texas (“Opportunity Home”), hereby certifies as follows:

1. In accordance with Chapter 551 of the Texas Government Code and the bylaws of Opportunity Home, the Board of Commissioners of Opportunity Home (the “Board”) held a meeting on August 7, 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 6548, AUTHORIZING (I) THE SALE BY OPPORTUNITY HOME SAN ANTONIO OF A VACANT LOT LOCATED AT 4262 W. CESAR CHAVEZ AVENUE, SAN ANTONIO, TEXAS 78237 AT A PURCHASE PRICE OF \$30,000; (II) THE EXPENDITURE OF UNRESTRICTED FUNDS (INCLUDING, BUT NOT LIMITED TO, A PORTION OF THE PROCEEDS OF THE SALE) AND ALL OTHER ACTIONS NECESSARY TO EFFECT THE SALE; AND (III) 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 Open Meetings Act and the Bylaws of the Opportunity Home.

SIGNED and SEALED this 7th day of August 2024.



Michael Reyes
Acting President and CEO

**Opportunity Home San Antonio
Resolution 6548**

RESOLUTION 6548, AUTHORIZING (I) THE SALE BY OPPORTUNITY HOME SAN ANTONIO OF A VACANT LOT LOCATED AT 4262 W. CESAR CHAVEZ AVENUE, SAN ANTONIO, TEXAS 78237 AT A PURCHASE PRICE OF \$30,000; (II) THE EXPENDITURE OF UNRESTRICTED FUNDS (INCLUDING, BUT NOT LIMITED TO, A PORTION OF THE PROCEEDS OF THE SALE) AND ALL OTHER ACTIONS NECESSARY TO EFFECT THE SALE; AND (III) OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, Opportunity Home San Antonio (“Opportunity Home”) is the legal owner of an unimproved and vacant lot located at 4262 W. Cesar Chavez Avenue, San Antonio, Texas 78237 (the “Lot”); and

WHEREAS, on March 27, 2024, the Board of Commissioners of Opportunity Home (the “Board”) approved Resolution 6513, authorizing the sale of the Lot and three additional vacant lots, the expenditure of unrestricted funds (including, but not limited to, a portion of the proceeds of the sale) and other actions necessary to effect the sale, and other matters in connection therewith; and

WHEREAS, Opportunity Home has received a cash offer from an individual buyer to purchase the property at a sale price of \$30,000 (the “Purchase Price”), with a proposed closing date of August 12, 2024; and

WHEREAS, there is no debt outstanding on the Lot; 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 Opportunity Home San Antonio to authorize (i) the sale by Opportunity Home of the Lot at the Purchase Price; (ii) the expenditure of unrestricted funds (including proceeds of the sale) and other actions required to effect the sale and conveyance of the Lot; and (iii) other matters in connection therewith; and

WHEREAS, this Board has reviewed the foregoing and determined that the action herein authorized is in furtherance of the corporate purposes of Opportunity Home San Antonio.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) The sale by Opportunity Home of the Lot at the Purchase Price is hereby authorized and approved.
- 2) The Acting President and CEO, Assistant Secretary/Treasurer, and each officer of Opportunity Home San Antonio (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 sale of the Lot 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 any 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 this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO

Vacant Lot-Sale

4262 W. Cesar Chavez

Miranda Castro

Chief Asset Management Officer

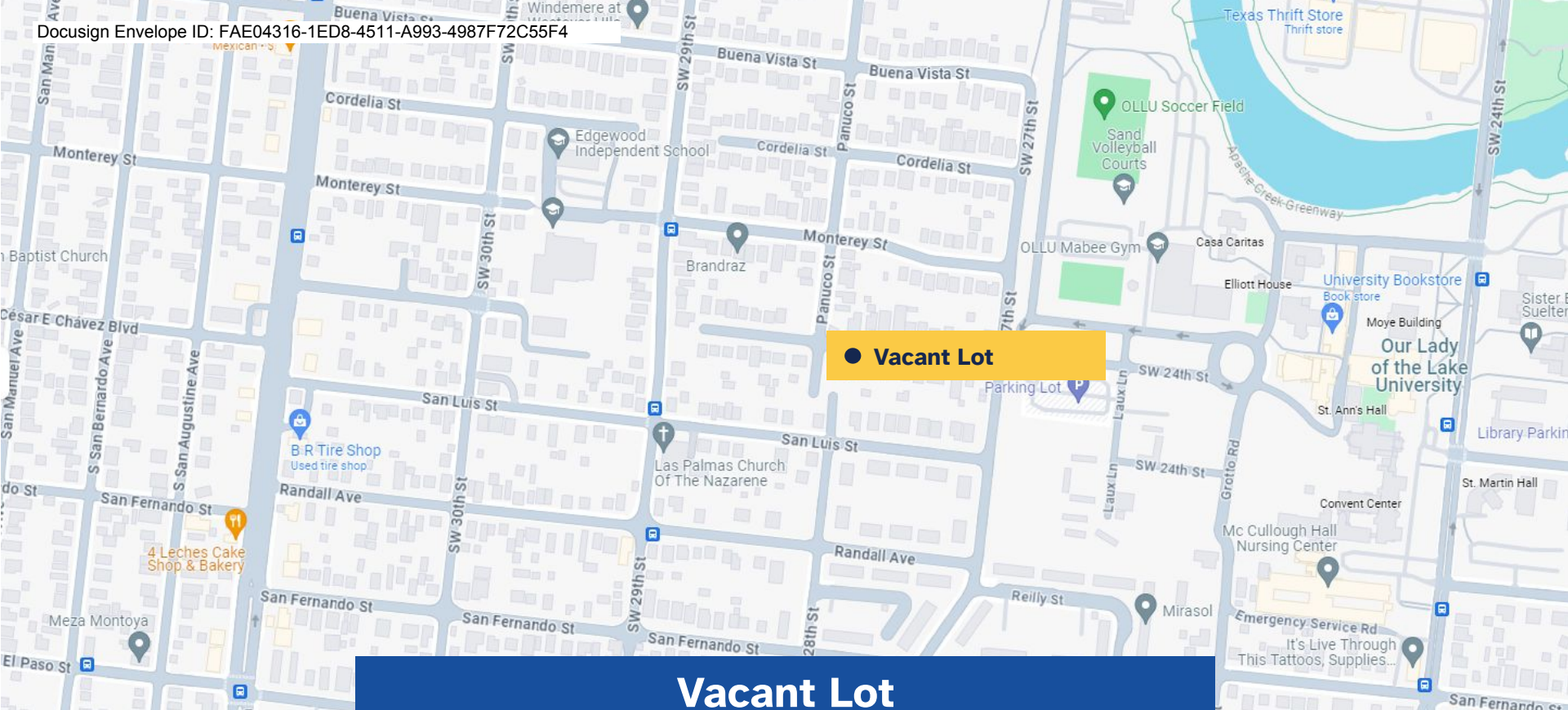


Overview



The lot was acquired for the **Mirasol Westside Reinvestment Initiative Grant (WRI) masterplan** in **2000** for the purpose of redevelopment of the neighborhood.

It was not used in the overall redevelopment and is **recommended to be sold.**




● Vacant Lot

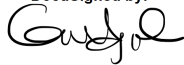
Vacant Lot
4262 W. Cesar Chavez Avenue 78237


Questions?

**BOARD OF COMMISSIONERS
Regular Board Meeting**

RESOLUTION 6551, AUTHORIZING THE AWARD OF A CONTRACT FOR AUTOMATIC GATE MAINTENANCE, REPAIRS, AND INSTALLATION TO GATE SERVICES & SUPPLY, LLC FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$1,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

DocuSigned by:

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Michael Reyes
Acting President and CEO

DocuSigned by:

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George Ayala
Director of Procurement

DocuSigned by:

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Ruth Bautista
Director of Public Housing

DocuSigned by:

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Miranda Castro
Chief Asset Management Officer

REQUESTED ACTION:

Consideration and approval regarding Resolution 6551, authorizing the award of a contract for automatic gate maintenance, repairs, and installation to Gate Services & Supply, LLC for an annual cumulative amount not to exceed \$1,000,000; for a period of one year with the option to renew up to four additional one-year terms.

SUMMARY:

Opportunity Home currently has automatic gates in various communities. Their operating types include single and dual, powered by electric, chain driven, cable drive, on rollers, swing, sliding, barrier arms, hydraulic bollards, and loops, and are not limited to other mechanisms. The organization requires the services of a vendor to provide annual, semi-annual, or quarterly preventative maintenance, repair, new installation, replacement services, and the turnkey assembly and installation of remote and keypad access gates for vehicles and pedestrians.

On June 7, 2024, Opportunity Home issued IFB #2405-5491 for Automatic Gate Maintenance, Repairs, and Installations that closed on July 3, 2024. The IFB was published on the Opportunity Home E-Procurement Website, the Hart Beat, and directly solicited to 36 vendors. One bid was received in response to this solicitation from Gate Services & Supply, LLC. The bid was evaluated on the following criteria: purchase price, the reputation of the bidder and their goods or services, quality of the goods or services, including past performance, the extent to which the goods or services meet Opportunity Home's needs, total long term cost, and any relevant criteria contained within the solicitation document. Staff are recommending a contract award to Gate Service & Supply. Their cost to provide this service has been deemed both fair and reasonable.

COMPANY PROFILE:

Gate Service & Supply, LLC was founded in 2006 and is headquartered in San Antonio, Texas. They service San Antonio and surrounding areas, providing services to include installation, service, and preventative maintenance programs for commercial automatic gates, residential driveway gates, and high-security gates; transmitter cards and fobs; on-site welding services for

necessary repairs; and they can cut asphalt or concrete to provide pathways for electrical, landscaping, or plumbing work. Their client list includes San Antonio Apartments and San Antonio Home Owner Association.

PRIOR AWARDS:

This vendor is currently under contract with the organization to provide this service and has performed satisfactorily under the awarded contract.

CONTRACT OVERSIGHT:

Contract oversight will be provided by Ruth Bautista, Director of Public Housing, and Miranda Castro, Chief of Asset Management.

STRATEGIC OUTCOMES:

Opportunity Home residents live in quality affordable housing.
Opportunity Home residents feel safe.

ATTACHMENTS:

Resolution 6551
Bid Tabulation
Slides

**Opportunity Home San Antonio
Resolution 6551**

RESOLUTION 6551, AUTHORIZING THE AWARD OF A CONTRACT FOR AUTOMATIC GATE MAINTENANCE, REPAIRS, AND INSTALLATION TO GATE SERVICES & SUPPLY, LLC FOR AN ANNUAL CUMULATIVE AMOUNT NOT TO EXCEED \$1,000,000; FOR A PERIOD OF ONE YEAR WITH THE OPTION TO RENEW UP TO FOUR ADDITIONAL ONE-YEAR TERMS

WHEREAS, on June 7, 2024, Opportunity Home issued IFB #2405-5491 for Automatic Gate Maintenance, Repairs, and Installations that closed on July 3, 2024; and

WHEREAS, one bid was received in response to this solicitation; and

WHEREAS, staff are recommending a contract award to Gate Service & Supply. Their cost to provide this service has been deemed both fair and reasonable.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Opportunity Home San Antonio hereby:

- 1) Approves Resolution 6551, authorizing the award of a contract for automatic gate maintenance, repairs, and installation to Gate Services & Supply, LLC for an annual cumulative amount not to exceed \$1,000,000; for a period of one year with the option to renew up to four additional one-year terms.
- 2) Authorizes the Acting President and CEO or designee to execute all necessary documents and extensions.

Passed and approved this 7th day of August 2024.

Gabriel Lopez

Chair, Board of Commissioners

Attested and approved as to form:

Michael Reyes

Acting President and CEO



Bid Tabulation
2405-5491
Automatic Gate Maintenance, Repairs, and Installation

Gate Services and Supply LLC
d/b/a Gate Services

#	Items	Qty	UOM	Unit Price
1 Preventive Maintenance				
#1-1	PM for 1st Single Gate per Location	1	EA	\$85.00
#1-2	PM for 1st Double Gate per Location	1	EA	\$95.00
#1-3	PM for Additional Single Gate (Same Location)	1	EA	\$10.00
#1-4	PM for Additional Double Gate (Same Location)	1	EA	\$10.00
2 Cost Markup				
#2-1	Markup for Repair Parts & Accessories from Cost	1	%	25%
#2-2	Markup for Operator Replacement (Full Replacement - not parts)	1	%	25%
3 Repairs/Installation				
#3-1	Labor Rate - Normal Hours - First 1/2 hr - <u>Routine</u>	1	hr	\$128.50
#3-2	Labor Rate - Normal Hours - First 1/2 hr - Urgent	1	hr	
#3-3	Labor Rate - Normal Hours - Per Hour - <u>Routine</u>	1	hr	\$128.50
#3-4	Labor Rate - Normal Hours - Per Hour - Urgent	1	hr	
#3-5	Labor Rate - After Hours - First 1/2 hr - <u>Routine</u>	1	hr	\$250.00
#3-6	Labor Rate - After Hours - First 1/2 hr - Urgent	1	hr	
#3-7	Labor Rate - After Hours - Per Hour - <u>Routine</u>	1	hr	\$250.00
#3-8	Labor Rate - After Hours - Per Hour - Urgent	1	hr	

* Vendor only bills by the hour.

Automatic Gate Maintenance, Repairs, And Installation

Procurement Process

Procurement Process

Solicitation Process

On June 7, 2024, Opportunity Home issued **IFB #2405-5491** for Automatic Gate Maintenance, Repairs, and Installations that closed on July 3, 2024.

IFB was published on multiple websites

Directly solicited to 36 vendors

One bid was received

Evaluation criteria included:

- Purchase Price
- Reputation of the bidder and their goods or services
- Quality of the goods or services, including past performance
- Extent to which the goods or services meet Opportunity Home's needs
- Total long term cost
- Any relevant criteria contained within the solicitation document

Staff are recommending a contract award to **Gate Service & Supply**. Their cost to provide this service has been deemed both fair and reasonable.

Procurement Process

Financial Impact

The current award recommendation for automatic gate maintenance, repairs, and installation is not expected to exceed an annual cumulative amount of **\$1,000,000**

Award includes:

Annual, semi-annual, or quarterly preventative maintenance; repair; new installation; replacement services; and turnkey assembly and installation of remote and keypad access gates for vehicles and pedestrians.

Questions?

Update and Discussion on Five Priorities and Other Related Topics

Diana Fiedler, Muriel Rhoder, Jo Ana Alvarado,
Miranda Castro, and Richard Milk

Development Partnerships Including Voucher Strategies

No Update.

Maintenance, Resident Safety, and Feedback

No update.

Outstanding Rent Balances

Beacon Communities

STATUS UPDATE					
Residents With a Balance Over 1 Year	As of April 28, 2024	As of May 12, 2024	As of June 2, 2024	As of July 17, 2024	As of July 29, 2024
	# of Residents				
Other - Litigation	1	1	1	1	1
In Eviction	23	19	72	55	30
Move Out	12	22	27	57	25
Active RPA	20	35	35	143	140
Balance Pd In Full	39	66	67	69	60
NTV Pending	115	67	8	71	25
Grand Total	210	210	210	396	281

Public Housing

Public Housing Rent Collection Plan | July 29, 2024 Weekly Update

All Rent Balances			
	Served an initial NTV in April/May 2024	Not Yet Issued	Total
# Households¹	416	673	1089
RPA Total²	155	253	408
RPA Not Established (Eligible Households)	181	394	681
Rent Balances over \$6000			
	Served an initial NTV in April/May 2024	Not Yet Issued	Total
# Households¹	81	27	108
RPA Total²	1	1	2
Rent Balances \$1-\$6000			
	Served an initial NTV in April/May 2024	Not Yet Issued	Total
# Households¹	335	646	981
A. \$1-\$500	171	298	469
RPA Total²	140	185	325
RPA Not Established	31	113	144

Public Housing Rent Collection Plan | July 29, 2024 Weekly Update Cont'd

B. \$501-\$3000	88	270	358
RPA Total²	13	60	73
RPA Not Established	75	210	285
C. \$3001-\$6000	76	78	154
RPA Total²	1	7	8
RPA Not Established	75	71	146
Move Out Reasons³			As of July 15, 2024
Invol Evicted - Non Payment 14 Day			2
Invol Termination - Non Payment			8
Vol R-Abandon/Skip-Out			72
Grand Total			82

Waitlist Review

July 1, 2024

Waitlist Overview



115,816

unique households



82

lists



305,595

applications

Communication Strategy

No update.

Other Related Topics

HCV Utilization and MTW Uses for Operations

Assumes average HAP cost of \$870 at current funding level

Budgeted 10,800

\$22.4M available to cover Public Housing, Resident Services, and Section 8 needs. This may also allow for investment in development beyond FY25.

Maintain 11,300

\$17.1 M available to cover a portion of Public Housing, Resident Services, and Section 8 needs.

Planned 11,100

\$19.2M available to cover Public Housing, Resident Services, and Section 8 needs.

Questions?



President's Report | August 2024

Property/Department Visits

Opportunity Home Acting President and CEO Michael Reyes is visiting properties across Opportunity Home's portfolio to meet with staff and gain firsthand experience and understanding of operations and needed support. He also continues to visit every department of the organization to better understand each staff member's role and the specific operations of each department in serving residents.

Executive Leadership Team Updates

To move forward, the organization needs a robust executive leadership team. As such, two senior team members, including the organization's first chief information officer, were elevated to the executive team. Two members of the executive team also received elevated roles.

- Muriel Rhoder - Executive Vice President (EVP), Chief Administrative Officer
- Diana Fiedler - Executive Vice President (EVP), Chief Financial Officer
- Jo Ana Alvarado - Chief Information Officer
- Miranda Castro - Chief Asset Management Officer

Commissioner Selected as Lincoln Vibrant Communities Fellow

Commissioner and LISC San Antonio Executive Director Leilah Powell has been selected as a Lincoln Vibrant Communities fellow in the inaugural year of this program, organized by Claremont Lincoln University and the Lincoln Institute of Land Policy. The fellows program focuses on enhancing leadership, policy, and advanced practical skills to develop vibrant, engaged communities.

Opportunity Home elected as 2024 AARP Community Challenge Grantee

Opportunity Home was selected as a 2024 AARP Community Challenge grant recipient on June 26. The organization is among only 343 grantees chosen from over 3,300 applications across all 50 states, Washington D.C., Puerto Rico, and the U.S. Virgin Islands. With this quick-action grant of \$11,281, Opportunity Home will implement





improvements in its communities by providing digital devices, expanding high-speed internet, and enhancing the digital literacy skills of residents aged 50 and older.

ConnectHomeUSA Tier 2 Recognition

Opportunity Home has been accepted as a ConnectHomeUSA Tier 2 community for its work in bridging the digital divide for our residents. The U.S. Department of Housing and Urban Development (HUD) distinction allows the organization's ConnectHomeSA program to build upon its successes and partner with additional community allies to serve residents better and improve their quality of life.

FY25 Community Project Funding Approval

Congressman Joaquin Castro secured approval from the U.S. House Appropriations Committee on July 8 for Opportunity Home's Community Project Funding (CPF) grant award of \$1,250,000. This federal funding will support comprehensive roof replacement at five Public Housing Senior/Disabled communities across the 20th Congressional District of Texas. Our CPF request was selected as one of 15 San Antonio community projects advancing in the legislative process, pending approval by the U.S. House of Representatives and the U.S. Senate.

FY 2024 HUD Emergency Safety and Security Grant (ESSG)

Opportunity Home received an FY24 Capital Fund Emergency Safety and Security grant. The grant will help the organization bolster security at Westway, Mission Park, and Cheryl West by improving alarm systems, security cameras, lighting, and more. We are grateful for the award and are committed to improving security throughout our communities.

Opportunity Home Collaborates with City as Part of Federal Energy Efficiency Grant

A \$1.2 million Department of Energy grant has been awarded to the City of San Antonio's Office of Sustainability. The Energy Efficiency and Conservation Block Grant aims to enhance energy efficiency, reduce energy consumption, and mitigate climate pollution associated with transportation-related emissions. The city is collaborating with Opportunity Home as part of the grant, including the Multi-Family EV Charging Incentive Program and Low-Income E-bike Rebate Pilot Program.





Father's Day Recap

Fathers, father figures, and role models enjoyed a fun morning celebrating their sacrifices and successes during the annual Father's Day Fiesta on June 15 at Opportunity Home Park. In celebration of Father's Day, attendees received free haircuts, participated in family-friendly activities, enjoyed food, snacks, and snowcones, and listened to musical performances. The Hombre Noble Award was also presented to select father figures/role models nominated by their loved ones and community before the event.

Bring Your Kids to Work Day

Opportunity Home hosted a "Bring Your Kids to Work Day" event on July 26. Employees' children between the ages of 7 and 18 participated in this special event, which offered employees the opportunity to share their professions with their children, help them gain a better understanding of the workplace, and inspire them to pursue their dreams. The children participated in various fun and educational activities, including job shadowing, interactive demonstrations, and engaging presentations.

San Pedro Apartments Development Approved

The San Antonio Housing Trust Public Facility Corporation gave the green light to build Four25 San Pedro, an 80-unit apartment complex for low-income and homeless families. This complex will be one of the first in San Antonio to provide "permanent supportive





housing,” which features on-site services to help families. Opportunity Home San Antonio is providing 25 Project-Based Vouchers (PBV) to assist low-income families in living at Four25 San Pedro and has helped secure a \$3.2 million mortgage. This project marks a significant partnership between the City of San Antonio, the San Antonio Housing Trust Public Facility Corp., and Opportunity Home.

NAHRO Awards of Merit

Several Opportunity Home programs have been selected to receive the National Association of Housing and Redevelopment Officials (NAHRO) Awards of Merit. The following entries earned awards:

- Assisted Housing Program/Internal Audit Quality Control Database
- Employee Open House and Job Fair
- AI Education and Enlightenment Series
- WiFi Expansion Project
- New Employee Two-Day Orientations
- Innovating Risk Management in Procurement through MyCOI Implementation
- Incident Management System
- Client Services Specialist (CSS) Online Training
- Single Family Preference

Opportunity Home’s accomplishments will be recognized at a reception during NAHRO’s 2024 National Conference and Exhibition in Orlando, Florida, September 25-28. The award will also be featured in the 2024 Awards of Merit Catalog, on the NAHRO website via the Best Practices Database, and in a NAHRO press release following the conference.

Leaven Kids at Westway

Leaven Kids, a California-based non-profit organization committed to early childhood education, is opening its second San Antonio-based learning center at Westway Apartments this fall. The organization launched its first location in the city at Riverside Apartments last year.





To announce the new location, Leaven Kids interviewed Westway’s community manager, Susan Ascencio, and a San Antonio Police Department spokesperson on Leaven Kids being a safe learning space for families struggling with violence.



District 4 Food Distribution

City of San Antonio Council District 4 and the San Antonio Food Bank collaborated to host a food distribution event for the residents of The Alhambra on June 28. Residents received produce from the volunteers during the event and interacted as a community.

Opportunity Home Unveils Emergency Rental Assistance Fund

Opportunity Home announced a new Emergency Rental Assistance Fund on June 24, intended to provide emergency rental assistance to households experiencing extreme financial hardship. Under the fund, Opportunity Home-owned and operated public housing households earning under 30% of the area median income will qualify for assistance. Qualifying households would be eligible to receive up to three months of rental assistance. The Fund goes into effect on August 1.

New Community Hub at Alazan Courts

Opportunity Home hosted the first Community Hub grand opening at the historic Alazan Courts on June 24. Big Mama’s Safe House, the first community partner based at the Community Hub, welcomed residents and provided food and snacks to celebrate the occasion. The Community Hub will host various community partners and offer





wraparound services to Alazan residents. Additional Community Hubs are expected to open at other Opportunity Home properties.

Lease-Up Fair

Opportunity Home held a Lease-up Fair at the Central Office on June 6 to connect Housing Choice Voucher (HCV) holders with San Antonio landlords who accept vouchers. Landlords shared information on how to apply, the screening process, floor plans, property amenities, and more. Over 70 landlords and more than 200 HCV holders participated in the event.

FY25 Community Project Funding Subcommittee Approval

Opportunity Home’s application for Congressman Greg Casar’s Community Project Funding (CPF), aimed at preserving and rehabilitating the Morris C. Beldon Apartments, has received approval from the subcommittee with a proposed funding of \$850,000. The next phase will entail debating the subcommittee bill on the House floor, followed by consideration for inclusion of the funding in the full budget at the end of the fiscal year.

Lincoln Heights Apartments Renovation Meetings

Opportunity Home held a series of informational meetings at weekly intervals to inform Lincoln Heights residents about the Lead-Based Paint renovation/rehabilitation plan, the relocation process, and occupancy/owner responsibilities and to provide an opportunity for residents to share concerns and ask questions. Lincoln Heights property staff and representatives from the environmental contractor, Alamo 1, and Candlewood Suites Hotel attended to provide information and field questions.

