U.S. Postal Service
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com.

OFFICIAL USE

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To: Raymond Bruno

2014 1820 0000 4959 1892

APR 15 2016

7000 14 000 0 2

7000 14 000 0 2

USPS

For Form 3800, July 2011
See Reverse for Restrictions
From: Raymond Bruni <xxxxx>
Date: Wednesday, April 6, 2016
Subject: LHA Authority City of Laredo-Freedom of Information Act
To: "Jose L." <xxxxx>, Pete Saenz <xxxxx>, Raul Casso <xxxxx>, Juan Solis <xxxxx>, Jesus Olivares <xxxxx>, Zone Nguyen <xxxxx>, Roque Vela <xxxxx>, Melissa Ortiz <melissa@larha.org>, Bulmaro Cruz <bulmaro@larha.org>

Please provide me the procurement process used in hiring Escamila and Poneck. Please provide all invoices paid to this law firm. Thank you for attention to this matter.

--
-Sent from Google Mobile
Jose L. Ceballos

Attachments:
untitled-[1] 0.8 k [text/plain] Download | View
Sec. 252.022. GENERAL EXEMPTIONS. (a) This chapter does not apply to an expenditure for:

(1) a procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;

(2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents;

(3) a procurement necessary because of unforeseen damage to public machinery, equipment, or other property;

(4) a procurement for personal, professional, or planning services;

(5) a procurement for work that is performed and paid for by the day as the work progresses;

(6) a purchase of land or a right-of-way;

(7) a procurement of items that are available from only one source, including:

(A) items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;

(B) films, manuscripts, or books;

(C) gas, water, and other utility services;

(D) captive replacement parts or components for equipment;

(E) books, papers, and other library materials for a public library that are available only from the persons holding exclusive distribution rights to the materials; and

(F) management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits;

(8) a purchase of rare books, papers, and other library materials for a public library;

(9) paving drainage, street widening, and other public improvements, or related matters, if at least one-third of the cost is to be paid by or through special assessments levied on property that will benefit from the improvements;
(10) a public improvement project, already in progress, authorized by the voters of the municipality, for which there is a deficiency of funds for completing the project in accordance with the plans and purposes authorized by the voters;

(11) a payment under a contract by which a developer participates in the construction of a public improvement as provided by Subchapter C, Chapter 212;

(12) personal property sold:
   (A) at an auction by a state licensed auctioneer;
   (B) at a going out of business sale held in compliance with Subchapter F, Chapter 17, Business & Commerce Code;
   (C) by a political subdivision of this state, a state agency of this state, or an entity of the federal government; or
   (D) under an interlocal contract for cooperative purchasing administered by a regional planning commission established under Chapter 391;

(13) services performed by blind or severely disabled persons;

(14) goods purchased by a municipality for subsequent retail sale by the municipality;

(15) electricity; or

(16) advertising, other than legal notices.

(b) This chapter does not apply to bonds or warrants issued under Subchapter A, Chapter 571.

(c) This chapter does not apply to expenditures by a municipally owned electric or gas utility or unbundled divisions of a municipally owned electric or gas utility in connection with any purchases by the municipally owned utility or divisions of a municipally owned utility made in accordance with procurement procedures adopted by a resolution of the body vested with authority for management and operation of the municipally owned utility or its divisions that sets out the public purpose to be achieved by those procedures. This subsection may not be deemed to exempt a municipally owned utility from any other applicable statute, charter provision, or ordinance.

(d) This chapter does not apply to an expenditure described by Section 252.021(a) if the governing body of a municipality determines that a method described by Chapter 2269, Government Code, provides a better value for the municipality with respect to that expenditure than the procedures described in this chapter and the municipality adopts and uses a method described in that chapter with respect to that expenditure.

Amended by:

Acts 2007, 80th Leg., R.S., Ch. 434 (S.B. 1765), Sec. 3, eff. September 1, 2007.

Acts 2007, 80th Leg., R.S., Ch. 885 (H.B. 2278), Sec. 3.77(3), eff. April 1, 2009.

Acts 2011, 82nd Leg., R.S., Ch. 1129 (H.B. 628), Sec. 4.02, eff. September 1, 2011.

Acts 2013, 83rd Leg., R.S., Ch. 161 (S.B. 1093), Sec. 22.002(21), eff. September 1, 2013.
1. CALL TO ORDER
2. ROLL CALL AND DECLARATION OF QUORUM
3. ELECTION OF OFFICERS
4. CITIZENS COMMENTS
   This is the opportunity for visitors and guest to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at this time. (Texas Attorney General Opinion-JC-0169)
5. ACTION ITEMS
   A. Discussion and possible action to enter into an agreement with Escamilla & Poneck, LLP to provide special counsel to the Housing Authority of the City of Laredo.
   B. Discussion and possible action to update signature cards.
   C. Discussion and possible action to appoint an Acting/Interim Executive Director.
6. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE
   The Board of Commissioners of the Housing Authority of the City of Laredo reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).
   A. Consultation with special counsel regarding review of current legal matters.
   B. Discussion with Acting/Interim Executive Director regarding duties and assignments.
7. **ADJOURNMENT:**

![Signature]

*Melissa Ortiz, Acting Executive Director*

The Housing Authority of the City of Laredo is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the Executive Director at (956) 722-4521 at least 48 hours in advance. This meeting site is accessible to disabled persons. Disabled parking is provided in the north parking lot adjacent to the Administration Building, and disabled building access is located at the main entrance.

**CERTIFICATION**

This notice was posted at the Municipal Government Offices, 1110 Houston Street, Laredo, Texas 78040 at a place convenient and readily ADA/accessible to the public at all times. The notice was posted on Friday, January 22, 2016 at 4:00 p.m.

![Signature]

*Doanh "Zone" T. Nguyen, Acting City Secretary*
1. **CALL TO ORDER** The meeting was called to order by Commissioner Jose L. Ceballos at 12:00 noon.

2. **ROLL CALL AND DECLARATION OF QUORUM** Roll call and declaration of quorum by Melissa Ortiz, Acting Interim Executive Director.

   **Commissioners Present**  
   Ine Aranda, Commissioner  
   Jose L. Ceballos Commissioner  
   Dr. Sergio D. Garza, Commissioner  
   Mrs. Gina Magallanes, Commissioner  
   John R. Soliz, Commissioner

   **Commissioner Absent**

   **Staff Present**  
   Melissa Ortiz, Acting Interim Executive Director  
   Luis Calderon, MIS Coordinator  
   Bulmaro Cruz, Director of Public Housing  
   Orlando Guerrero, Director of Finance  
   Jose Collazo, Resident Services Coordinator  
   Mary De La Rosa, Executive Secretary  
   Christy Ramos, Administration Clerk

   **Other Attendees**  
   Douglas A. Poneck, Attorney at Law

3. **ELECTION OF OFFICERS**

   **Chairman Nominations:**  
   Commissioner Ceballos entertained a motion to nominate a Chairman.  
   Commissioner Garza moved to nominate Jose L. Ceballos as Board Chairman.  
   Commissioner Solis seconded the motion.

   Commissioner Ceballos called to entertain any other nominations.

   No other nominations.

   **Chairman Election:**  
   Commissioner Ceballos called for a vote for Chairman.  
   Board voted unanimously to elect Jose L. Ceballos as Board Chairman.  
   Motion passed unanimously.
Vice-Chairman Nominations:
Chairman Ceballos entertained a motion to nominate a Vice-Chairman.
Chairman Ceballos moved to nominate Dr. Sergio Garza as Board Vice-Chairman.
Commissioner Solis seconded the motion.

Chairman Ceballos called to entertain any other nominations.

No other nominations.

Vice-Chairman Election:
Chairman Ceballos called for a vote for Vice-Chairman.
Board voted unanimously to elect Dr. Sergio Garza as Board Vice-Chairman.
Motion passed unanimously.

4. CITIZENS COMMENTS

This is the opportunity for visitors and guest to address the Board of Commissioners on any issue. The Board may not discuss any presented issue, nor may any action be taken on any issues at this time. (Texas Attorney General Opinion-JC-0169). NO comments.

5. ACTION ITEMS

A. Discussion and possible action to enter into an agreement with Escamilla & Poneck, LLP to provide special counsel to the Housing Authority of the City of Laredo.

Chairman Ceballos stated that this item is in the agenda due to legal matters that have arisen since the transition at the authority and will be discussed in executive session.

Chairman Ceballos announced entertaining a motion to approve Item 5A.
Commissioner Aranda moved to approve the item.
Commissioner Solis seconded the motion.
Motion passed.

B. Discussion and possible action to update signature cards.

Chairman Ceballos stated that the bylaws call for the Chairman and Executive Director should sign unless the Board decides otherwise.

Chairman Ceballos announced entertaining a motion to approve Item 5B
Commissioner Aranda moved to approve the item.
Vice-Chairman Garza seconded the motion.
Motion passed.

C. Discussion and possible action to appoint an Acting/Interim Executive Director.

Chairman Ceballos announced entertaining a motion to appoint an Acting/Interim Executive Director.
Commissioner Aranda moved to appoint Melissa Ortiz to Acting/Interim Executive Director and have a salary adjustment in the amount of $20,000.00 until a permanent Executive Director is appointed.
Chairman Ceballos seconded the motion.
Motion passed.

6. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE

The Board of Commissioners of the Housing Authority of the City of Laredo reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any of the matters listed on the posted agenda, above, as authorized by the Texas Government Code Sections 551.071 (consultation with attorneys), 551.072 (deliberations about real property), 551.073 (deliberations about gifts and donations), 551.074 (personnel matters), 551.076 (deliberations about security devices), and 551.086 (economic development).

A. Consultation with special counsel regarding review of current legal matters.

B. Discussion with Acting/Interim Executive Director regarding duties and assignments.

Chairman Ceballos moved to enter into Executive Session.
Vice-Chairman Garza seconded the motion.
Motion was approved.

The Board of Commissioners entered into Executive Session at 12:06 p.m.

The Board of Commissioners reconvened from Executive Session at 1:20 p.m.
Chairman Ceballos replied there was no action taken.

7. ADJOURNMENT Chairman Ceballos announced entertaining a motion to adjourn.
Commissioner Aranda moved to adjourn.
Vice-Chairman Garza seconded the motion.
Motion passed.
Meeting adjourned at 1:27 p.m.

Jose L. Ceballos
Board Chairman

Melissa Ortiz
Acting Executive Director
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OFFICE COPY

ESCAMILLA & PONECK, LLP

Total for Check No. 62591  Check Date 3/4/2016  Total Payment Amt

$256.60
February 11, 2016

Laredo Housing Authority
ATTN: Mary Gaona
2000 San Francisco
Laredo, TX 78040

DUE UPON RECEIPT

Our Reference Number: 0035.1001
In Reference To: Board General
Invoice # 104313

DETAIL OF LEGAL FEES

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TOTAL LEGAL FEES

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DETAIL OF COSTS & EXPENSES ADVANCED

1/15/2016 Reprographics expense 16.60

TOTAL COSTS & EXPENSES ADVANCED 16.60

TOTAL LEGAL FEES, COSTS, & EXPENSES 256.60

Balance due 256.60

Escamilla & Poneck, LLP
February 11, 2016

Laredo Housing Authority
ATTN: Mary Gaona
2000 San Francisco
Laredo, TX 78040

Grand Total for Legal Services Rendered Through January 31, 2016

$256.60
Vendor Commitments - Detail  
Grouped By Vendor  
Reporting only checks issued between 01/01/2016 and 04/07/2016.

Vendor: ESCAMILLA & PONECK, LLP

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ESCAMILLA & PONECK, LLP - Subtotal  
$256.60

Total for all Vendors  
$256.60

**End of Report**

4/7/2016 11:32:08AM  
By: Diana Castaneda