

**Housing Authority of the City of Laredo**  
Regular Board of Commissioners Meeting  
Zoom Video Link:

<https://us02web.zoom.us/j/86751803217>

Call in Number: 1-346-248-7799

Webinar ID: 867 5180 3217

LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Wednesday, September 9, 2020  
4:00 P.M.

**NOTE: Due to recent COVID-19 health concerns, this meeting will be held by telephonic/video conferencing and the public may join via conference call number or via website provided above.**

**A-20-R-7**

**Minutes**

**September 9, 2020**

- 1. CALL TO ORDER** Chairman Ceballos called the meeting to order at 4:05 p.m.
- 2. PLEDGE OF ALLEGIANCE** Chairman Ceballos led them in the recital of the pledge.
- 3. ROLL CALL AND DECLARATION OF QUORUM** Ms. Alma Mata, Executive Director, proceeded with roll call and stated that they have a quorum. Chairman Ceballos thanked everyone for making time to participate in the meeting and stated that he appreciates their effort and mentioned that they will keep to the format to be done in one hour and 30 minutes and mentioned that they have a meeting outside Housing Authority related at 5:45 so they will end the meeting at 5:30 or before.

**Commissioners Present**

Jose L. Ceballos, Chairman (by zoom)  
Dr. Sergio D. Garza, Vice-Chairman (by zoom)  
Anita Guerra, Commissioner (by zoom)  
Dr. Marisela Rodriguez, Commissioner (by zoom)  
Gloria Ann Freeman, Resident Commissioner (by zoom)

**Commissioners Absent**

**Staff Present**

Alma D. Mata, Executive Director  
Melissa Ortiz, Director for Section 8 (by zoom)  
Bulmaro Cruz, Interim Director for Construction Projects Department.  
Diana Cruz, Human Resources Director  
Daniel Colina, Accountant (by zoom)  
Valeria Cabello, Interim Procurement Officer (by zoom)  
Jessica Martinez, Resident and Community Services Director (by zoom)  
Christy Ramos, Administrative Assistant  
Robert Peña, IT Director

Sara Vicharelli, Director of Public Housing Management (by zoom)  
Jennifer Barrientos, Finance Director (by zoom)  
Sonia Flores, Accountant (by zoom)  
Leticia Sosa, Administration Clerk  
Stephanie Garcia, Office Clerk  
Ricardo De Anda, Attorney (by zoom)  
Mary Gaona, LHA Consultant (by zoom)

**Others Present**

Mario Jasso

**4. CITIZENS COMMENTS**

This is the opportunity for visitors and guests 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 the time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

There were none

**5. DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF**

Chairman Ceballos asked if there are any disclosures that need to be made by the staff or anybody in the room. Ms. Mata stated that there were none.

**6. APPROVAL OF MINUTES**

- A.** Approval of Minutes for Board of Commissioners meeting on June 30, 2020
- B.** Approval of Minutes for Board of Commissioners meeting on August 14, 2020
- C.** Approval of Minutes for Board of Commissioners meeting on August 26, 2020

Chairman Ceballos asked Ms. Mata who was participating in the meeting. Ms. Mata provided the names of the persons participating in the meeting and also stated that Commissioner Dr. Rodriguez was joining the meeting at this time.

**Commissioner Ms. Freeman moved to accept the minutes for Board of Commissioners meetings on June 30, 2020, August 14, 2020 and August 26, 2020 as written.**

**Chairman Jose Ceballos seconded the motion.**

**Motion passed unanimously.**

**7. PRESENTATION BY CENTRAL RESIDENT COUNCIL**

Ms. Mata stated they had a phone call with Ms. Rios, Central Resident Council President, who informed that her only comments for the Board meeting were to inquire with the Board if they had a date set to reopen the community hall centers for the public and for the kids. Chairman Ceballos asked if the Board had any inclination or any thoughts as to reopening the centers. Vice-Chairman Dr. Garza mentioned that the situation is very complicated because it is hard to tell that they will not open and at the same time wondered who is going to be held responsible should something happen and mentioned that at the University he had classes with 50 students, with 35 and 30 and then they stopped going and they are all at home and whatever the situation may be and if they would open the centers, he wondered how they will ensure that they have safe procedures and have somebody monitoring them to ensure they have their masks on or whatever requirements they are going to have and stated that they will need to have somebody monitoring at all times and wondered who will be held liable if someone gets COVID-19 which is his concern. Commissioner Dr. Rodriguez stated that she agrees with Vice-Chairman Dr. Garza and mentioned that all the buildings are still closed to the public and the only thing they are doing is if they have face to face classes and any services have to be done by appointment, so she thinks that it has to be controlled and if management wants to do it she will strongly suggest that if they consider it, that it be based by appointment and not open to the public because when it comes to this virus situation they have to be very careful; it always goes back to essential duties and needs and also monitoring and keeping control of it. Chairman Ceballos stated that he concurs with both of them and would lean on Consultant Dr. Waldo Lopez to help them arrive at a decision or recommendation that comes to the Board and mentioned that he knows that Mr. De Anda is on that committee and wonders if Mr. De Anda has any thoughts. Mr. De Anda stated that he agrees that it is likely too early to open it up and, certainly, policing it is just going to be an added burden and as it is they are already carrying a pretty heavy load in terms of keeping tenants safe and then to be looking after these public areas; they are trying to keep people away from these public areas so that they do not congregate and mentioned that Dr. Lopez would agree with him that they are still in a stage where they need to limit congregating people together as much as they can to limit the contact as much as they can.

Chairman Ceballos suggested that Ms. Mata coordinate a call between the Central Resident Council and Dr. Lopez so that he can bring them up to speed because he is keeping up with COVID every day, almost by the hour, so it will give them some relief to get information directly from him and if Ms. Mata would help coordinate it within the next week or so would help and that some of the concerns might be childcare related for parents that may be single parents who have to go back to work and to try to assist them where they can. Ms. Mata confirmed. Chairman Ceballos asked Ms. Mata to coordinate a meeting with Ms. Rios and Dr. Lopez and discuss the hardships they are facing so that they can be informed. Ms. Mata stated that she will schedule the meeting in the coming week.

#### **8. STANDING REPORTS AND PRESENTATIONS (No Action to be taken on these items)**

Chairman Ceballos asked if any of the Commissioners had something in particular they would like to discuss in regards to this item. Vice-Chairman Dr. Garza stated that he did not and would like for them to just follow the agenda. Chairman Ceballos asked Ms. Mata to present the highlights in this item.

**A. Executive Director's Report**

Ms. Mata presented the highlights and mentioned that the PIC scores are included in their packets and that they started the audit review with Garza & Gonzalez which is already in place and stated that they were able to submit the RAD closing certification for Casa Verde late last week, so it has been approved through the RAD resource desk and now they are working on the closing certifications for Russell Terrace, the 162 units, and began working on the closing certifications for Meadow Elderly as well.

**B. Census 2020 Initiative**

Ms. Mata stated that they had an increase of about 2% self-response in the County and another 2% within the City.

**C. Rapid Rehousing Grant**

Ms. Mata stated that they informed that the money allocations had been placed on the financial system, so they have a contract start date set for October 1, 2020 and that there are a couple of items in the action items that need Board approval. Chairman Ceballos asked Ms. Mata to clarify if they will have a year to spend those monies. Ms. Mata responded that they have 12 months from the date of the contract execution, so if they start on October 1, 2020 they have until October 1, 2021 to expend the money allocated to the agency.

**D. Unaudited Financials for the month of July 2020**

Jennifer Barrientos, Finance Director, presented to the Board with a power point presentation and stated that for the July 2020 Unaudited Financials they have a Net Profit in all the Developments as of July, 2020 and for the Programs as well; Section 8 and Farm Labor also have a net profit as of July, 2020 and referred to the highlights on the fourth column in green. Ms. Barrientos informed that they should be at 33% in revenue and the expenses which is the last column they should be below 33% and mentioned that all this information is included in the Board packet as well; the next slide showed the salary savings and benefits savings of \$179,000 as of July, 2020, they have some vacant positions, so it is why they have the savings as of July. In regards to the PFC's Ms. Barrientos mentioned that all three of them have a Net Profit as of July 2020 as well and in the 2016-2020 CFP Capital Fund Grant it shows the obligation end date and the disbursement and how many funds they still have pending and the work items are still pending to be completed as of July, 2020. Ms. Barrientos also presented the information for 2017 and the pending items to be finished as of July 2020 and the 2018 as well. In regards to 2019 Ms. Barrientos mentioned that they have not started it, but provided information in the Board packets.

**E. Status on FY 2019-2020 Audit**

Ms. Barrientos also presented the status on the fiscal year audit and mentioned that they came on August 19-21 to do the interim review and they provided them with all the documentation they requested and will have another onsite review on October 19-23, a draft of the audit report as of November 13 and the final audit report as of December 11, 2020 and stated that early in the week they had received the final listing of the requested documentation which they will see during the next Board meeting.

**F. Community Safety and Security (Peace Officer) Program Report**

Ms. Mata presented to the Board and mentioned that the numbers have decreased in general and that they will find that information included in the Board packet as well.

**G. Status and progress of ongoing construction projects. Highlights of Balcones Apartments, Ana Maria Lozano BiblioTech and COVID-19 Projects.**

Ms. Mata presented to the Board and informed that they have awarded electrical, plumbing, site work and HVAC at Ana Maria Lozano and mentioned that work has already begun for the interior demolition of that property and are working on getting the permits for the construction work at the site.

Ms. Mata informed that at Los Balcones they awarded the concrete cutting, framing, electrical and mentioned that all those trades are already been worked on. Bulmaro Cruz informed that framing at Los Balcones is at 40% in the building on the back. Ms. Mata stated that, additionally, they have the COVID-19 public health and safety projects they are undertaking at the property and they continue to make progress through those and mentioned that earlier today they had a walkthrough with the architect that has been assigned to the community center building and they should be issuing work authorizations for the remainder of the buildings as well and stated that all the information is included in the Board packet in detail.

**9. CONSENT AGENDA: RESOLUTIONS**

All of the items may be acted upon by one motion. No separate discussion or action of the items is necessary unless desired by a Commissioner.

Ms. Mata stated that she wanted to make a clarification in regards to Item 9A and mentioned that the rental amount is \$550.00 for the Springfield Acres Head Start and \$650.00 for the Magic Corner Head Start at South Laredo.

**Chairman Jose Ceballos moved to accept the Consent items as presented.**

**Commissioner Dr. Rodriguez seconded the motion.**

**Motion passed unanimously.**

**A. Consideration for approval to authorize Executive Director to renew, effective November 1, 2020, lease agreement with Webb County for the Springfield Acres**

Head Start Center located at the Ana Maria Lozano development and Magic Center located at the South Laredo development.

- B. Consideration for approval to authorize Executive director to renew, effective September 9, 2020, the contracts with off-duty Laredo Police Department officers for the purpose of providing onsite safety and security services, under the “community-policing” philosophy and approach, at LHA-owned housing development.
- C. Consideration for approval to renew, effective October 1, 2020, the Commercial Liability, Commercial Property, Automotive Liability, and Workers’ Compensation Insurances for the Housing Authority of the City of Laredo.
- D. Consideration to authorize the Executive Director to execute partner agency Memorandums of Understanding with Serving Children and Adolescents in Need (SCAN), Workforce Solutions of South Texas, Bethany House of Laredo, and NeighborWorks Laredo as it relates to the Rapid Rehousing program.

#### **10. ACTION ITEM**

- A. Discussion and possible action to request an agency performance PHAS score assessment update to high-performance status, as allowed by COVID-19 Waiver Notice 2020-05.

Ms. Mata presented to the Board and mentioned that the notice was issued back in April 10, 2020 and any agency that had not received their PHAS score prior to the issuance of the waiver would have their PHAS scores carried over to the current year and mentioned that she was notified by the HUD representative that the Housing Authority was listed as a high performer for the Capital Fund Program and they were suggesting to make a request as to the waiver to be scored and stated that when they went back to look at the current standing of the agency, it is a high performer and mentioned that 2015, 2016 and 2017 are the last three years that have been released by HUD; the 2018 and 2019 scores have not been released, however, they are listed as high performer under the Capital Fund Program and have received additional awards and allocations and stated that this item is just to request the Board to allow Ms. Mata to send the request for the assessment being that they do not have released PHAS scores for 2018 & 2019 and Ms. Mata wants to make sure they have the most updated score. Chairman Ceballos informed that this is HUD designated performance for Public Housing.

**Chairman Jose Ceballos moved to authorize the Executive Director to proceed with the submission.**

**Vice-Chairman Dr. Garza seconded the motion.**

**Motion passed unanimously.**

- B. Discussion and possible action authorizing the Executive Director to seek agency enrollment in the HUD National Standards for the Physical Inspection of Real Estate (NSPIRE) Demonstration program and execute any related documents.

Ms. Mata mentioned that this program is an initiative that HUD has taken as they are changing the way they inspect the physical conditions of the properties and are moving to the INSPIRE format and they are having a demonstration that allows the inspectors to be trained together with the staff as to how the properties will be inspected which will benefit the agency and will retain the scores they have now and any findings that they have during the demonstration will not count against the agency and in turn it will allow them to make the corrections that are needed so that when INSPIRE is implemented across the Board, they will be prepared and the staff will be readily trained on how to prepare for the inspections.

Chairman Ceballos comments to the Board were that it is an opportunity for them to keep a good score and they can learn from it being part of the pilot and does not think it hurts them to join and it can give them an edge to learn the intricacies of what will be required down the road.

**Chairman Jose Ceballos moved to authorize the Executive Director to seek enrollment in this pilot program**

**Vice-Chairman Dr. Garza seconded the motion.**

**Motion passed unanimously.**

- C. Discussion and possible action to approve the adoption of the Rapid Rehousing Program Policies and Procedures.

Ms. Mata informed that included in the Board packet they received a separate attachment that has the policies and procedures and wondered if anybody had any questions and mentioned that they are required to have the policies and procedures manual for the Rapid Rehousing Program allocation; the manual was put together by Jessica Martinez and mentioned that they were provided a manual and a sample by the Texas Housing Network and HUD that they used because they require specific language to be part of the policies and procedures manual which is the manual they presented in the Board packet and mentioned that it is a requirement in order for them to be able to execute the October 1, 2020 contract.

Chairman Ceballos asked if they had all the MOU's ready. Ms. Mata responded that the MOU's are ready, but they have not been signed; they will be signed this week and mentioned that there is only one pending and stated that Ms. Martinez met with all the partners and there was a clarification they need to have with the Workforce Solutions MOU and they should be set.

**Commissioner Dr. Rodriguez moved to approve the adoption of the Rapid Rehousing Program Policies and Procedures.**

**Vice-Chairman Dr. Garza seconded the motion.**

**Motion passed unanimously.**

- D. Discussion and possible action to approve the renewal of RFP #2019-0801-1 Unarmed Security Guard Services as recommended by staff.

Ms. Mata mentioned that the Security Guard services was brought to the Board last year and was put out for an RFP and they are seeking renewal; the contract allows them to renew up to three years, so they are seeking to renew and mentioned that the company they have worked with has worked well and they have adjusted a lot of their schedules and assignments in order to assist with the COVID response as well. Ms. Mata stated that they projected 123 hours, however, this year they just completed they were over those hours because they had to increase the response to COVID.

Jennifer Barrientos stated that this proposal is also for renewal for the Senior Home location and the Russell Terrace location during the construction and budgeted it for this year as well; this renewal is asking for both the Senior Home location and Russell Terrace and asked if they would want to discuss if they want to renew for both locations or for just one.

Chairman Ceballos asked why they still have security at Russell Terrace. Ms. Mata responded that the reason is that they have material at Russell Terrace that they are using the security for. Chairman Ceballos asked about the cost to have the security there for materials since they finished in April. Ms. Barrientos responded that she will go back and check when they get the invoices and mentioned that it is about \$2,000.00 a week. Chairman Ceballos asked how much they have in materials. Bulmaro Cruz responded that it is about \$15,000.00 in materials. Chairman Ceballos stated that if they are doing \$2,000.00 a week, they have already overspent the materials they are covering and securing because it is already September and they were pretty much done since April. Chairman Ceballos asked who else responded to the RFP. Ms. Mata responded that the vendors that responded to the initial RFP last year were Securitas and that now it is for renewal.

Chairman Ceballos mentioned that there is work to be done to evaluate the expenditure that is carried on at Russell Terrace because he does not see the justification for it.

Chairman Jose Ceballos moved to renew this firm and mentioned to Ms. Barrientos that they are not renewing by project; they are renewing the firm so that they can decide what work they will give them and stated that there is no authorization to proceed for more security at Russell Terrace to secure those materials because they have a warehouse and containers to store things that can be locked and he does not really understand what they are securing at Russell Terrace and would like for them to have a follow up report to the Board over what is being secured and what the cost is because it does not seem right; there is something wrong.

Chairman Ceballos asked the Board if they had any questions. Vice-Chairman Dr. Garza asked what exactly is being secured that is worth \$15,000.00. Ms. Mata responded that



she will do a breakdown of the assignments the security officers have, so they can show it back to the Board. Chairman Ceballos asked about what was secured at Russell Terrace. Bulmaro Cruz responded that they have bundles of plywood, kitchen cabinet sets, sheet rock and things of that nature and some new ceiling fans. Chairman Ceballos asked if those were not secured in containers. Bulmaro Cruz responded that the containers are full and these materials are in the warehouse they made. Chairman Ceballos asked the staff if they all agreed that it seems exorbitant to spend on security. Ms. Mata and Mr. Cruz agreed, so Chairman Ceballos directed them to fix it. Commissioner Dr. Rodriguez stated that she completely agrees with Chairman Ceballos and that her only question is that by delaying this decision they had just paid for September 2 and wondered if from September 2 to date there is no contract and asked what the urgency is if they delay the decision and if it means that no one is guarding the materials. Chairman Ceballos stated that they can still approve the renewals, but he wanted to clarify with Ms. Barrientos because the presentation is not accurate and stated that they do not award projects to security companies; they do not give them Senior Home or Russell Terrace; they award a security services contract that is subject to work assignments, so Chairman Ceballos wants to make sure that because she stated it like they were entitled to a project and they are not; they are entitled to whatever work they will need them to perform.

**Chairman Jose Ceballos moved to approve to renew the services subject to assignments.**

**Vice-Chairman Dr. Garza seconded the motion.**

**Motion passed unanimously.**

- E. Discussion and possible action to award roofing and other related construction bids for the Ana Maria Lozano BiblioTech project, as recommended by staff.

Ms. Mata stated that they are bringing the roofing at the BiblioTech location at Ana Maria Lozano and mentioned that they had two respondents to the bid request; they had reached out to four vendors, so they have After Math Roofing and J. J. Flores Roofing that did not submit a response for it, but Troy Enterprise came in at \$34K and V.L. Garza Roofing and Remodeling came in at \$41,419.00, however, the submission for Troy was incomplete, they were missing some of the items required for the scope of work. Chairman Ceballos asked if they could specify what was missing. Bulmaro Cruz responded that they were not including any flashing at all; it was just roofing, no vents or piping; according to them that would have to be done by a plumber and V.L. Garza roofing is including everything. Chairman Ceballos asked if they were within the budget. Ms. Mata responded that they are over the budget; their budget is for \$33,752.00, so they are over budget with that item. Chairman Ceballos asked what they were proposing. Ms. Mata stated that they are over budget by \$7,662.00, so they are asking that they allow them to award to V.L. Garza and negotiate the price with them.

Chairman Ceballos asked if there were any questions from the Board. Commissioner Dr. Rodriguez asked that if after negotiating they do not drop the price and the budget is only \$33,752.00. Chairman Ceballos stated that it is more important to him that they

are already below and thinks that they would need to negotiate with both and arrive at the best proponent based on components and asked for Mr. De Anda's advice as to handling it where they have a budget of \$33K and the second lowest bidder is right above and the first lowest qualified bidder is way over and asked what Mr. De Anda would suggest, if to negotiate with both. Mr. De Anda stated that there is nothing in the way by negotiating with both and mentioned that they could do it either way, whatever they feel may be most advantageous and said that there is such a big difference between them that it may not make any sense. Chairman Ceballos stated that to get to the \$33K Troy has already shown them what he can do for \$34K, so to get to \$33K is very minor and can get to \$33K quicker than V. L. Garza. Ms. Mata mentioned that he is off \$300.00. Chairman Ceballos asked Mr. De Anda if there would be no legal issues at negotiating with both to arrive at the budget. Mr. De Anda stated that there would be no issues in doing that, but said that there is such a big difference that it may not make any sense to do that. Chairman Ceballos mentioned that they could come back to the Board and say that they were not given an opportunity to reach the budget. Mr. De Anda stated that it was true.

**Chairman Jose Ceballos moved to authorize the Executive Director to negotiate with both bidders to reach at the best product in the interest of the Housing Authority consistent with the allocated budget which is \$33,752.00.**

**Commissioner Ms. Freeman seconded the motion.**

**Motion passed unanimously.**

Chairman Ceballos asked if there were any questions. Commissioner Dr. Rodriguez stated that she would suggest that in the process they would get legal advice because what if both end up negotiating and coming to an agreement and how they would decide on which one to go with. Chairman Ceballos mentioned that it was a good point because it is a bid; not an RFP. Mr. De Anda stated that it is correct and that he would sit down with Ms. Mata to help her figure out how to do it both in an appropriate way and also in a sense course. Vice-Chairman Dr. Garza asked what was incomplete about Troy's submission. Chairman Ceballos stated that it says it is an incomplete submission and that Bulmaro Cruz described that there were certain components of the roof that they did not include, that he would like other trades to build out, so that is the difference between an incomplete submission; it is an incomplete scope. Vice-Chairman Dr. Garza asked how the price would be affected if other people will do those parts, or if the agency would do it. Chairman Ceballos stated that it was his point that it would be easier for Troy to say that he would do it for \$33,752.00 because he is \$300.00 away and V.L. Garza is providing everything, but he might not be able to make any money at \$33,752.00. Vice-Chairman Dr. Garza asked if the submission had something to do with the cost of the supplies they will be using. Chairman Ceballos asked Bulmaro Cruz if they were sacrificing quality of material. Mr. Cruz responded that they were not, that both were equal. Chairman Ceballos asked if it was fine with the motion. Ms. Mata agreed and mentioned that Mario Jasso wanted to make a comment. Mr. Jasso mentioned that they would normally address that submission as a non-confirming bid because they are not providing every item that is needed and part of the requirement is to provide a warranty and the roof is not going to have any warranty because it is not going to have

any flashing and they could allow it because the Board always has a right to waive any regularities and they can treat it as an irregularity in the bid and said that the problem is that if they expressed it at the bid opening, he knows what the other party is already bidding, so it would be a little bit of an unfairness situation because he could come back and say that he will put the flashing for another \$1,000.00 and it would basically be unfair to the other guy who bid complete without knowing what the other guy total would be, so he caution them to be careful how they treat the process and stated that Mr. De Anda was correct as to the Board having the right to waive any irregularities and they do have the right to negotiate, but to just be aware that at some point if Troy would say that he can do it a \$33,700 including the flashing the other guy can say wait a minute that is not being fair. Chairman Ceballos stated that one other option would be to try to negotiate with V.L. Garza first and if they do not arrive at anything, they will go with the second bidder and recommended to not take incomplete submissions from a non-confirming bidder, but to discount that bid and he does not want to change that now because it is already at the Board meeting and it should have been done by staff and does not want the Board to be in a position that they would have to defend their actions because it is already before the Board.

Chairman Ceballos asked Mr. De Anda if it would be better to negotiate with the one the staff is recommending and see what they arrive to and then go with the second one. Mr. De Anda confirmed.

**Chairman Ceballos stated that he would amend his motion to that effect as stated above.**

**Commissioner Dr. Rodriguez seconded the motion.**

**Motion passed unanimously.**

Chairman Ceballos thanked Mario Jasso for his participation.

- F. Discussion and possible action to award RFP #2020-0610-1 Qualified Professional Consultants, Strategic Housing Plan and authorize the Executive Director to finalize negotiations and contract(s) with the selected firm(s).

Ms. Mata stated that on this item they went for an RFP to contract somebody with the Strategic Housing Plan and they received submissions from three bidders; Blue Links Solutions, Economic and Planning Systems and RKG Associates which were included in the Board packet for their review and after scoring, the tabulations put Economic and Planning Systems with 98 points, Blue Links Solutions with 96.3 and RKG Associates with 96 points. Chairman Ceballos stated that this is a Strategic Housing Plan and as they well know Russell Terrace with the RAD conversion and Senior Elderly, what he would really like to do given that they will have a change in the Board in about two years roughly, Chairman Ceballos would like to leave behind a road map of what the agency could potentially do with the existing housing stock and with potential tax credit projects down the road for the staff and for the future Board to have as a road map and knows that those groups have done that type of work and stated that he knows Blue Link did work with the City on a fair housing study and that the Economic and Planning Systems

has probably the most experience based on what he saw and RKG also has experience and stated, for the record, that he wants to thank all of them for responding and appreciates the time they put into the proposals and also thanked the committee that scored them and stated that essentially, the motivation behind this plan is to have a good document that is updated even post COVID that leaves behind a road map of what they should be doing as a community for the future; what can be done with Guadalupe, Carlos Richter, Senior Home and all of them whether they convert to RAD or if they stay with Public Housing, that kind of road map or strategic plan, so that was the motivation behind it and stated that it is not going to be inexpensive; it is going to be pricey and it is going to be based on a menu of things they want to achieve.

Chairman Ceballos asked if there were any questions, comments or anything Ms. Mata would like to add. Ms. Mata stated that the firm that was selected had scored the highest and will serve the best to do this plan is her opinion as well.

**Chairman Jose Ceballos moved to authorize the Executive Director to negotiate and finalize a contract with this group and to bring back the contract with the amount at the next meeting following the negotiations so that the Board is informed.**

**Commissioner Ms. Freeman seconded the motion.**

**Motion passed unanimously.**

- G.** Discussion and possible action related to the ratification of COVID-19 related agency policies implemented in response to the health pandemic.

Ms. Mata stated that in the Board packet they have a set of different policies they have implemented throughout the response to COVID-19 and mentioned that during the March meeting the Board authorized her to work with Chairman Ceballos to put in place any responses needed for COVID-19, so they implemented the four different policies included in the Board packet and informed that essentially they cover the management of facilities protocol and they also have policies they put in place with the assistance of Consultant Dr. Waldo Lopez who has reviewed all of them and approved that this is the best protocol they can put in place which is for the management of the facilities, the standard operating for any COVID-19 positive cases at Senior Home, the positive cases protocol and the return to work protocol for the staff.

Chairman Ceballos stated that he asked Ms. Mata to put them all in one set of documents so the Board could have them which is a work in progress as COVID-19 is itself, but at least they will have this copy which are the essential policies that include employee related, public contact related, standard operating procedures particularly for Senior Public Housing where they have the most vulnerability and it also includes the standards they require the providers to conform to and stated that they have had great success there for they have had COVID-19 cases, but they have not had an outbreak, so they have been very blessed and it has been thanks to the work of all the staff there and he wants to thank them for all their work and mentioned that originally he was attending all those calls weekly, but has not been there for a week, so they deserve a lot of credit and respect for all the good work and the safety that is in place at the Senior Center.

Chairman Ceballos stated that they will have new policies and mentioned that they just talked about the after school centers and when they will open them, so they need to work towards a policy that they feel is ok and mentioned that he thinks it is premature, but they are also seeing the hard push to open things up and stated that they are very fortunate to have contracted and to rely on Dr. Lopez heavily which took a lot of pressure off of Chairman Ceballos, and the community for sure, and it has been very helpful to have him. Chairman Ceballos stated that if they have time they can read through the policies and let him know if there is an update or modification that they would like to address.

Chairman Ceballos asked if there were any questions or comments. Commissioner Ms. Freeman asked about what has been put in place in regards to cleaning the air through the HVAC or if it is an upcoming job. Ms. Mata responded that they have done it at the Administrative Building first and second floors, the conference room where her office is now and they will continue doing that installation at all the administrative buildings. Chairman Ceballos mentioned that they will be doing other upgrades which he does not know whether they are in the policies; they will be installing more rating filters because they do not know if the virus will mutate or if it is already airborne, so they will be installing more filters ratings, from 10 and above they start getting into the dust particles, so they probably will be installing if not a 10, a 13 which will help and mentioned that some people feel that Dr. Lopez thinks that probably the lamps will be sufficient and Chairman Ceballos feels that if they have a filter married into the lamp, it will probably be an added, particularly going into the fall it is going to be helpful.

**Chairman Jose Ceballos moved to adopt the policies which have already been adopted by the committee on the authorization of this Board; that they adopt them as an operating protocol and procedure and that they continue to upgrade them and bring them back to the Board as those updates occur.**

**Commissioner Ms. Freeman seconded the motion.**

**Motion passed unanimously.**

- H. Presentation with discussion and possible action on incorporation of a Community Based Development Organization (CBDO) and/or a Community Housing Development Organization (CHDO).

Chairman Ceballos stated that there was originally a little bit of a rush to try to get these done, but the funding that both of these entities would allow them to start looking at new funding through the city and mentioned that it does not seem like a second round of CDBG is going to happen very quickly, but that these are essentially vehicles that will be created that will allow them tap into new funding, one which they had before which is CHDO and then the CBDO is like a neighborhood based organization that will allow them to seek new CDBG money for new construction and originally when Chairman Ceballos brought this item, they had it on the agenda two or three times, they were thinking they were going to have a second round of CDBG very quickly and it does not look like they are going to have another round, but thinks that they may have another

round probably later in the year and they will be able to potentially tap into those new monies for new construction, so as a point of information for everybody.

Mr. De Anda stated that before they talk about CHDO and CBDO he mentioned that Chairman Ceballos is correct that the reason they are looking at incorporating a CHDO and CBDO is to have a vehicle in place to apply for CDBG funding, COVID-19 funding and homelessness funding and referred them to the chart presented to see the current corporate structure and mentioned that at the top it shows Laredo Housing Authority with all of the assets of the Housing Authority and immediately underneath it there are three owned subsidiaries they are all familiar with; Laredo Housing Opportunities Corporation, Laredo Housing Development Corporation and Laredo Housing Facilities Corporation and stated that they would be creating CHDO and CBDO and stated Mario Jasso drew a Laredo Housing Contracting Org. which does not exist and it is an organization that he drew in to act as butler for purposes of liability involving construction activities that will be undertaken with respect to the funds that would be acquired by these new entities and mentioned that they do not need to create a new organization for that purpose and direct them to notice that under the Laredo Housing Contracting Organization there are six bubbles underneath, and stated that he wanted to thank Mr. Jasso for preparing the chart which is very informative and makes his job a lot easier and as they can see on the bubbles at the bottom they indicate the liabilities that the Laredo Housing Contracting Organization would take on. Mr. De Anda mentioned that Chairman Ceballos and he had discussed that instead of creating a new organization to transfer the assets from Los Balcones Apartments over to Housing Facilities so that there would be no assets in Housing Development and then use Housing Development the contracting organization which would be one way to look at it.

In regards to the CDBO and the CHDO Mr. De Anda mentioned that the main distinction between the CHDO and a CBDO is that the CHDO has to be an IRS tax exempt organization in order to qualify for a home, CDBG, COVID and Homelessness funding while CBDO does not need to be chartered as a non-profit and other than that, the CHDO which stands for Community Housing Development Organization is typically limited to a neighborhood or a set of neighborhoods as its target area where they will develop housing projects and other community development projects; while the CBDO has as its geographic component the whole city of Laredo. Mr. De Anda stated that what they are asking the Board to do this afternoon is to authorize him to incorporate the CHDO and to incorporate the CDBO as set out in the Articles and the By-Laws presented to the Board and mentioned that what he has in the By-Laws is a five-member Board of Directors for each and given the requirements of HUD they would need one board member for each of the two organizations, they would need three low and moderate income members or representatives of low and moderate income neighborhood organizations and the fifth could be other.

Mr. De Anda mentioned that CHDO will require three low and moderate income members, one board member and one other member and stated that if they would allow him this afternoon to form the corporations, they would all select the member of

the Board that they would want to seat on each of those organizations; they can select the other Board members for the CBDO and mentioned that the CHDO board members have to be selected by neighborhood organizations and it could be the Central Resident Council for example that would select the CHDO members, the idea is that they are not selected by the government organization, but rather selected by the Central Resident Council or it could be by a project governing council for a project that sits in the neighborhood they are looking at providing economic and housing assistance, so they could either select those other members, the CBDO members or they could select their own member and have that member select the other four CBDO members or have the Board Chair select the other four CBDO members, however they would want to do it.

Mr. De Anda asked if there were any questions. Chairman Ceballos mentioned that Mr. De Anda talked about the Balcones assets which they will not move any of the assets until they are done with that project and stated that they have commitments with the City on grants, but it could be moved afterwards, but essentially what he had discussed with Mr. De Anda is that Laredo Housing Authority had a Metro Affordable Corporation that basically added its own board the way Mr. De Anda established it and it still has a Laredo Housing representative; it has five members and other community members and corrected that there are two members that get appointed by the Housing Authority. Chairman Ceballos mentioned that they formed it to stop the next Board that would disagree with that other Board to leave and stated that he suggested Mr. De Anda that they hold the assets in the other direct affiliates or subsidiaries and that the assets not be held by the new CHDO or the new CBDO, that those organizations become sponsors, managers, developers, so that if somebody wants to take new CBDO and the new CHDO, they can take it, but they cannot take the assets; the assets will stay in the Laredo Housing Opportunities or in the Facilities or at the Housing Authority and stated that he knows for a fact that it is permissible under the CHDO and it would be for Mr. De Anda to research that it would be allowable for the CBDO, so the CBDO is a neighborhood based organization, so in order for them to go after CBDO money which is state grant money and in order for them to use money for new construction, the only way they will give them money for new construction, not for renovation, if they would want to build a brand new unit, they will have to do it through a neighborhood organization which is the CBDO, however, they will not let the CBDO hold any assets, they will tell the Housing Facilities Corporation if they can partner up with the CBDO to develop the property and then they will go and grab \$200K, \$400K or half a million dollars from the City to develop property, but the assets stay in the Facilities Corporation which they are the whole Board of, so that is the distinction, they will not create a subsidiary that another Board could walk away with the assets; they can walk away with it and can have disagreements between Board members, but they cannot walk away with the assets and mentioned that the fight between Metro and the Housing Authority or at least part of it was that it had two big assets; Gallagher Gardens and Clarks Crossing so there was a good reason for that subsidiary to walk away, keep assets and have cash coming in and it also had some single family homes that were built and in this case he would not recommend setting up anything and stated that this third tier neighborhood organizations hold assets, they can be developers, they can be sponsors, they can be managers, but they are not going to hold title, at least while they are around because then they can have

the same thing happen again; somebody can say to change the membership of that subsidiary and let's take it because they do not agree with the new Chair or the new Board or whatever.

Chairman Ceballos stated that he would like them to do a Q & A with Mr. De Anda and also that he would not want them to adopt it today although Mr. De Anda already worked on the documents to prepare it, he would like for them to look over it with Mr. De Anda or Mr. Jasso and then come back at another meeting and decide what they would like to do and mentioned that he does not see another round of CBDG money and does not think they will have another rush round of emergency shelter money; it is already in the pipeline, so he does not see the rush to do it and stated that he thought they were going to have another round of CBDG and thought of them getting their hands on it and it could be half a million or a million dollars if they had a project which is hard to come by, so he will let the Board ask any questions for Mr. De Anda, Mr. Jasso and Mary Gaona who have some background of non-profits and anybody else that would like to chime in.

Commissioner Ms. Freeman asked if they perceive the Laredo Housing Authority getting anymore of the COVID-19 funding with the next stimulus that will be coming in. Chairman Ceballos responded that he thinks they have potentially more public housing money, they got some Section 8 money and what they are using a lot of that money for is to get the offices equipped so that when tenants come in, there is safety because right now it is all clustered, so they are using some of that and for Public Housing they got the first round and have not seen the second round; they saw the second round in Section 8, but they have not seen the Public Housing round and mentioned that those monies could not be dropped into a non-profit; that would stick at the green bubble and mentioned that it could not be used at Russell Terrace RAD converted property; it has to stay in Guadalupe, Carlos Richter, Senior Home, so they are doing improvements at Senior Home too and stated that the short answer is that he thinks they are going to see other rounds of COVID-19 money and if the administration changes there could be other things, maybe not COVID-19, but straight Public Housing infrastructure money, but those would stay in the green bubble with the exception of the RAD properties.

Vice-Chairman Dr. Garza stated that Chairman Ceballos explained very well that the LHA Board has control of the Corporations and his concern is that the Board might change in two years and wondered if they will come in and overrule all the policies and change everything around and he worries about the ethical aspect and stated that Chairman Ceballos and the current Board are very ethical, but it worries him about the future and referred to the situation when they came in and all the mess they had to contend with and tried to fix and if they can imagine a mess like the one they encountered coming up again after they leave. Chairman Ceballos stated that there is always that possibility and that they can only try to manage when they are around and mentioned that the safeguard is the assets, so they as well as the staff need to keep the assets protected and they need to hold fiscally sound ethical standards and mentioned that they adopted the Conduct policy and are leaving all kinds of policies, but stated that anybody can just destroy a policy and in regards to CHDO and CBDO Chairman Ceballos stated that Mr.



De Anda's advice is for this Board to place ethical people there, however, the safeguards they will leave in the By-Laws will be cumbersome for them to change the By-Laws; they can do it, but they will not have the assets and that is the anchor back to the Housing Authority and if they have a bad Housing Authority or a poorly performing Board or unethical Board at the Housing Authority then the ship will be in trouble and they cannot control that, however, given the Housing Authority role in the community and they have seen it with COVID-19 how they had to step in to provide coordination and a little bit of housing, so people will still continue to look to the agency for that and stated that they are leaving frame work that can be utilized to do good and to suit the role of the Housing Authority.

Chairman Ceballos stated that he thinks they have done good with the organization, they kind of cleaned up most everything and mentioned that the contracting is always the challenge, but they have done it through partnerships on the contracting side; they have done Russell Terrace and learned a lot from that and they want to leave the risk away from the properties so that the orange circle is really the risk taker, so that when they do a project, now they leave the risk away from the green circle and the blue circles. Chairman Ceballos mentioned that they built Russell Terrace under the Laredo Housing Facilities Corporation and mentioned that they had an accident and they were going to hit them to take all their cash plus the insurance money, but luckily enough it went wrong and they did well.

Chairman Ceballos asked if Mr. De Anda or Mario Jasso had anything to add and said that they have just a few minutes and would like the Board to take this in today and then bring it back at another meeting to finalize it and mentioned that his last point is that they were potentially chasing some emergency shelter money and stated that there were enough entities out there, so they got out of the way; they said let's not get in their way, let them do their work and it worked out really well and in fact yesterday the City appropriated \$1.1M in emergency shelter grant money, however, had the staff and others not led in the coordination of that grant they might not have had enough providers to go out after that money, so their role to facilitate other providers to go seek this new money worked really well, so they have Bethany House with half a million dollars, Holding Institute with about \$300K, SCAN with about \$100K which is to the credit of the Laredo Housing team continually meeting with them every week to drive them to be prepared and submit; actually LHA team prepared some of those documents and some of the procedures for them which is part of our role and decided not to step in try to grab money, but when they can and in the absence of that the community looks at the Housing Authority to see what we are doing.

Chairman Ceballos asked if there were any other final comments or questions. Mr. Jasso stated that he wanted to address Vice-Chairman Dr. Garza's question and mentioned that in pursuing forming the structure of the new CBDO he does not see it creating a burden to any future Board because they are not overcommitting the Housing Authority; it is basically a vehicle for any funding that may come down the line, so that they will be prepared to take advantage of it and in particular for example the blue circles they described, those are CHDO's by themselves, but they do not have the flexibility to

change over to whatever particular requirements the new funding may have, for example, they may require a specific service area, a neighborhood like the Azteca or whatever which they do not have in the other ones; the other ones are not limited, the other ones, as far as he knows, are citywide and mentioned that the difference between the CHDO and the CBDO is that the CBDO is a community development and by that it means that if there are funds available that require economic development, whether they create employment or provide an increased tax base, that would be the vehicle they will be able to use to go after those funds and not the CHDO, so it is a good idea to provide flexibility for future funding without overcommitting to anything at this point, they will just have them available.

Chairman Ceballos mentioned that Mr. Jasso raised a real important perspective and mentioned that those purple entities are actually supposed to reach out to the green entity and say that they want to do something in their neighborhood, and ask if they can help them and they will say that they can help them, but they will not hold any assets; they will be the vehicle to go get that money, but we will hold the assets in a separate entity and it will be in their neighborhood, so Chairman Ceballos likes that Mr. Jasso inverted that request as to where it starts and stated that it should always start at the top. Mr. Jasso stated that it is a great safeguard to have in place so that they do not have the risk of that Board running away from them which has happened before.

Vice-Chairman Dr. Garza asked if the CBDO will be going to the green and the green will be going to the blue in order for it to help it out. Chairman Ceballos stated that it was correct and stated that Mr. De Anda's point is that when they give a point to people with CBDO, they are going to come to you and say that there is \$300K and we can do this in this neighborhood and stated that for posterity Chairman Ceballos would not mind being part of one of those boards if he is not in the Housing Authority Board, so he would not mind being in the downtown CBDO for he could drive a project and come sell it to the Housing Authority Board and say that the City is willing to commit this money, but you guys hold the assets to help us develop it, so Chairman Ceballos mentioned that it is all in the quality of the Board and stated that he could take that Board and walk away with it because he does not agree with the new Chair, but is not going to take the assets.

Chairman Ceballos recommended them to feel free to reach out to him, Ms. Mata, Mr. De Anda or Mr. Jasso with questions and if they would like to have a separate committee meeting they can request it and they will set it up and mentioned that they have the instrument Mr. De Anda is proposing to use, so they can look over that and they will bring this item back within 30 days.

Mr. De Anda mentioned that they all could consider which neighborhood or neighborhoods they would like to focus on between now and then and they could also think about what they would like to name the corporations, to come up with names and to talk about among themselves about who should be the Board member on those corporations and with respect to the CBDO they can also consider who they would like to sit on that CBDO between now and when they meet again.

Chairman Ceballos mentioned that as Mr. De Anda calls it “la araña de Mario” which is the term he used for the flowchart, and asked if he could add the Board membership and the composition on each bubble, it would probably be helpful to the Board the next time they look at it so they will know what the categories are.

Chairman Ceballos thanked everybody that worked on it: Mr. De Anda, Mario Jasso, Ms. Mata and everybody else and stated that there was no action taken on this item.

- I. Discussion and possible action related to the evaluation of staffing and possible changes to the organizational structure and filling of management positions. This item may be discussed in Executive Session, pursuant to Section 551.74 (personnel matters).

Chairman Ceballos stated that he does not think they have enough time to get in executive session and asked Ms. Mata if she had any recommendations. Ms. Mata responded that she had no recommendations. Chairman Ceballos stated that he has been working with Ms. Mata and actually pushing hard for her to staff up and mentioned that this item will be back at the next meeting and it will include re-circulating in an e-mail before the meeting an organizational chart showing the Board the vacancies and mentioned that he has been asking and highly encouraging Bulmaro Cruz to staff up and is repeating it today for Mr. Cruz to finalize his recommendation and also anybody that has a vacancy, including IT and others, to fill their positions and stated that they will be pretty assertive and if they do not fill the positions, they will be closed out, but for sure they need the Administrative positions filled for those that are forming their departments.

Chairman Ceballos asked if they had any questions on this item or on the organizational chart and thanked everybody for all the work in getting them to the meeting and keeping it flowing and stated that he knows it was a little bit fast paced and would suggest the Board if anybody needs more information or wants to get more involved to set up a committee meeting and as long as it is not a quorum, they can do it with two Board Commissioners and staff and get more coverage on any of the items ahead of the meeting and stated that at the next meeting they will hear from NeighborWorks who has a proposal for a payroll deduction and recommended Ms. Mata if she will provide that to the Board early and stated that he already has some thoughts on it and it will involve a legal opinion on it potentially and the Director wants to come in and make a presentation, so they will give her some minutes to do that and then asked Ms. Mata what else they will be looking at for next meeting. Ms. Mata responded that they have a couple renewals for contracts on insurances at the tax credit properties coming up, a tuition reimbursement proposal for the Board and a review of the policy as well and she will be reaching out to both educators on the Board to form a committee to run those policies by them and get their input as well.

Chairman Ceballos stated that he would stress to Ms. Mata and the staff to please look at their contracting calendars because he is still seeing a lot of ratifications and they are coming to the Board with renewals to meetings in the month of or the prior month they expire, so he recommended to keep in mind that it is very difficult for Chairman Ceballos

when he is presiding to balance the meeting to cover everything, so he urged them to please look at their calendars and get ahead so that they do not overload the meetings because they did not established the proper time for renewals and mentioned that they have been doing consent agendas to help them, but some of the items are a little bit late in coming to the Board, so he urged Ms. Mata to get ahead of all those and stated that they know when they are coming and they are presenting them at the month that they are expiring, so it does not help them to run through the agenda and asked Ms. Mata to work towards that.

Chairman Ceballos asked if there were any other final comments from the Board. Vice-Chairman Dr. Garza stated that in regards to the Board meetings, Wednesdays does not work for him; today he was able to fit this meeting in and asked if they could do them on Fridays and maybe not every Friday and knows Chairman Ceballos is busy and also all the issues that are going in and appreciates everything Chairman Ceballos does for them, but it makes it easier for him and wonders about Commissioner Dr. Rodriguez and Commissioner Ms. Guerra and also wonders how the Board feels about it.

Chairman Ceballos stated that he sent out an e-mail requesting everybody to give him input for the last five years and he does not mean to disrespect anybody and mentioned that he has not accommodated himself for five years; he has always left it up to the staff to work out a date and he was in the position to do it, but he cannot do it anymore because he has a job and an office to run and stated that he does not think Fridays is going to work and mentioned that they can try to do the second meeting on a Thursday and would like to keep the meeting on a Wednesday which is the more loaded meeting on a Wednesday and then keep the Thursday one as the shorter meeting and stated that they did meetings on Fridays for probably four years and sometimes it is trying and they are not doing that right now; it is one hour and 30 minutes and one hour for the second meeting and they need to honor that and try to get everything done in that sense and stated that they cannot have a two-hour meeting and right now they are reaching the limit on how long they can sit, so those were Chairman Ceballos' observations and stated that Friday is not going to work for him and he does not want to give up his Fridays and that he has already done that for almost five years and stated that he asked everybody to submit their preferences and mentioned that he did not arrived at Wednesday; it was the group that arrived at Wednesday and mentioned that they can work on the second meeting on a Thursday. Vice-Chairman Dr. Garza stated that he cannot do it on a Thursday because he teaches on Monday, Tuesday, Wednesday and Thursday and for example on Thursday he goes in at 8 o'clock in the morning and comes out at 11:00 o'clock and goes back in at 4 o'clock and gets out at 8 o'clock at night, so he cannot do it on Thursday and on Wednesday he goes in at 4 o'clock and gets out at 9:30 at night, so Wednesday and Thursday do not work for him. Chairman Ceballos stated that the option for Thursday is to have a lunch meeting if it works for him and if he goes in the evening a lunch meeting could work for him. Vice-Chairman Dr. Garza stated that a lunch meeting would be fine for him on Thursday.

Chairman Ceballos mentioned that everybody was present and asked if a Thursday lunch meeting works for everybody and stated that he has been trying to accommodate

everybody and that he does not set the meeting, but does it based on what he gets back. Vice-Chairman Dr. Garza stated that he was just wondering about the change, but if they cannot he would understand and if they do, it would be nice. Commissioner Dr. Rodriguez stated that Thursday at noon works perfect for her, if that helps. Vice-Chairman Dr. Garza stated that it helps and wondered about Commissioner Ms. Freeman and Commissioner Ms. Guerra. Commissioner Ms. Freeman stated that it is fine with her at lunchtime on Thursday. Chairman Ceballos stated that they will confirm with Commissioner Ms. Guerra and then circle back and will go from there and asked about the scheduled date for the next meeting. Ms. Mata mentioned that if they are able to confirm everyone for Thursday, it will be on Thursday, September 24, 2020. Chairman Ceballos stated that they are not confirming everyone; it is whoever can make it and if he cannot make it they will have to run the meeting. Vice-Chairman Dr. Garza mentioned that if Chairman Ceballos cannot make it to the meeting he will meet with him to guide him as to how to run the meeting and stated that they appreciate everything Chairman Ceballos does and are grateful to him and stated that they are surviving and doing great because Chairman Ceballos is the backbone behind the organization because of his experience.

Chairman Ceballos thanked Vice-Chairman Dr. Garza and everybody for their participation.

#### **11. EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE**

The Board of Commissioners for the Housing Authority of the City of Laredo reserve 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, including 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).

#### **12. ACTION ON ANY EXECUTIVE SESSION ITEM**

#### **13. ADJOURNMENT**


**Chairman Ceballos moved to adjourn the meeting.**

**Vice-Chairman Dr. Garza seconded the motion.**

**Motion passed unanimously.**

**Meeting adjourned at 5:32 p.m.**

  
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Jose L. Ceballos, Chairman

  
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Alma D. Mata, Executive Director