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LHA MIS Dept.[Message List](#) | [Unread](#) | [Delete](#)[Previous](#) | [Next](#)[Forward](#) | [Reply](#) | [Reply All](#)**Subject:** Fwd: LHA Authority City of Laredo-Freedom of Information Act**From:** "Jose L. Ceballos" <[REDACTED]>**Date:** Wed, April 13, 2016 2:18 pm**To:** "Melissa Ortiz" <melissa@larha.org>**Priority:** Normal[View Full Header](#) | [View Printable Version](#) | [Download this as a file](#) | [View Message Details](#)**Options:** [Block Sender](#)[Block Sender's Domain](#) | [View as plain text](#)

----- Forwarded message -----

From: **Raymond Bruni** <[REDACTED]>**Date:** Wednesday, April 6, 2016**Subject:** LHA Authority City of Laredo-Freedom of Information Act**To:** "Jose L." <[REDACTED]>, Pete Saenz <[REDACTED]>, Raul Casso <[REDACTED]>, Juan Solis <[REDACTED]>, Jesus Olivares <[REDACTED]>, Zone Nguyen <[REDACTED]>, Roque Vela <[REDACTED]>, 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

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Attachments:[untitled-\[1\]](#)

0.8 k

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LOCAL GOVERNMENT CODE
TITLE 8. ACQUISITION, SALE, OR LEASE OF PROPERTY
SUBTITLE A. MUNICIPAL ACQUISITION, SALE, OR LEASE OF PROPERTY
CHAPTER 252. PURCHASING AND CONTRACTING AUTHORITY OF MUNICIPALITIES
SUBCHAPTER A. GENERAL PROVISIONS

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.

Acts 1987, 70th Leg., ch. 149, Sec. 1, eff. Sept. 1, 1987. Amended by Acts 1989, 71st Leg., ch. 1, Sec. 47(c), eff. Aug. 28, 1989; Acts 1989, 71st Leg., ch. 1001, Sec. 1, eff. Aug. 28, 1989; Acts 1991, 72nd Leg., ch. 42, Sec. 1, eff. April 25, 1991; Acts 1993, 73rd Leg., ch. 749, Sec. 7, eff. Sept. 1, 1993; Acts 1993, 73rd Leg., ch. 757, Sec. 9, eff. Sept. 1, 1993; Acts 1995, 74th Leg., ch. 207, Sec. 2, eff. May 23, 1995; Acts 1995, 74th Leg., ch. 746, Sec. 1, eff. Aug. 28, 1995; Acts 1997, 75th Leg., ch. 125, Sec. 1, eff. May 19, 1997; Acts 1997, 75th Leg., ch. 1370, Sec. 3, eff. Sept. 1,

1997; Acts 1999, 76th Leg., ch. 405, Sec. 41, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 1409, Sec. 2, eff. Sept. 1, 2001; Acts 2001, 77th Leg., ch. 1420, Sec. 8.290, eff. Sept. 1, 2001.

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.

HOUSING AUTHORITY OF THE CITY OF LAREDO

Special Board of Commissioners Meeting

1st Floor Conference Room

1110 Houston Street

Laredo, Texas 78040

Wednesday, January 27, 2016

12:00 Noon

A-16-S-1

AGENDA

January 27, 2016

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

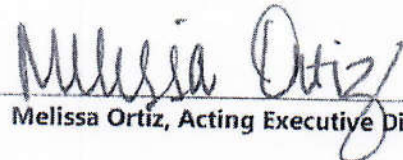
- A. Discussion and possible action to enter into an agreement with Escamilla & Poneck, LLP to provide special counsel to the Housing Authority of the City of Laredo.
- B. Discussion and possible action to update signature cards.
- C. Discussion and possible action to appoint an Acting/Interim Executive 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.

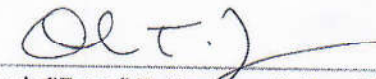
7. ADJOURNMENT:


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 who 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.


Doanh "Zone" T. Nguyen, Acting City Secretary

HOUSING AUTHORITY OF THE CITY OF LAREDO

Special Board of Commissioners Meeting
City of Laredo Conference Room 1st Floor
1110 Houston Street
Laredo, Texas 78040
Wednesday, January 27, 2016
12:00 Noon

A-16-S-1

MINUTES

January 27, 2016

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

Joe 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.

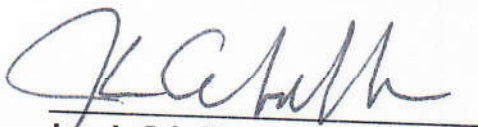
B. Discussion with Acting/Interim Executive Director regarding duties and assignments.

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

Invoice Number	Invoice Date	Invoice Description	Invoice Amount	Payment Amount
104313	2/11/2016	INV104313 LEGAL FEES - BOARD GENERAL	\$256.60	\$256.60

OFFICE COPY

ESCAMILLA & PONECK, LLP	Total for Check No. 62591	Check Date 3/4/2016	Total Payment Amt	\$256.60
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Escamilla & Poneck, LLP
Attorneys and Counselors
700 North St. Mary's Street, Suite 850
San Antonio, Texas 78205
(210) 225-0001 · Fax (210) 225-0041

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

	<u>Hrs/Rate</u>	<u>Value</u>
1/27/2016 DAP Attended Board meeting.	1.00 200.00/hr	200.00
1/28/2016 DAP Received and reviewed various correspondence from Board Chair and Acting/Interim Executive Director regarding her appointment by the Board.	0.20 200.00/hr	40.00
TOTAL LEGAL FEES	1.20	\$240.00

Timekeeper Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>	<u>Value</u>
Douglas A. Poneck	1.20	200.00	\$240.00

DETAIL OF COSTS & EXPENSES ADVANCED

1/15/2016 Reprographics expense	16.60
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TOTAL COSTS & EXPENSES ADVANCED

\$16.60

TOTAL LEGAL FEES, COSTS, & EXPENSES

\$256.60

Balance due

\$256.60

46.0000 · 413000
Mussa Ortiz

Escamilla & Poneck, LLP

700 North St. Mary's Street, Suite 850
San Antonio, Texas 78205
(210) 225-0001 · Fax (210) 225-0041

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

Invoice Date	Invoice	Description	Check Date	Type	Chk/DD #	Combination	Amount
02/11/2016	104313	INV104313 LEGAL FEES - BOARD GENERAL	03/04/2016	Chk	62591	46-0000-413000	\$256.60
Invoice 104313 - Subtotal							256.60
ESCAMILLA & PONECK, LLP - Subtotal							\$256.60
Total for all Vendors							256.60

End of Report