

Housing Authority of the City of Laredo  
Special  
Board of Commissioners Meeting  
LHA Board Room  
2000 San Francisco Ave.  
Laredo, Texas 78040  
Wednesday, May 10, 2017  
10:00 a.m.

**A-17-S-2**

**Minutes**

**May 10, 2017**

1. **CALL TO ORDER** Chairman Ceballos called the meeting to order at 10:07 a.m.
2. **PLEDGE OF ALLEGIANCE** Mauricio Del Barrio, Director of Finance, led them in the recital of the pledge.
3. **ROLL CALL AND DECLARATION OF QUORUM**

**Commissioner Present**

Jose L. Ceballos, Chairman  
Dr. Sergio Garza, Vice-Chairman  
Gina Magallanes, Commissioner  
Dr. Marisela Rodriguez, Commissioner

**Commissioners Absent**

Anita Guerra, Commissioner

**Staff Present**

Melissa Ortiz, Acting/Interim Executive Director  
Christy Ramos, Administrative Assistant  
Alma Mata, Administrative Assistant  
Frank Lopez, Procurement Officer  
Jennifer Barrientos, Interim Section 8 Administrator  
Maria Hernandez, Assistant Director of Housing Management  
Cesar Vasquez, Human Resources Manager  
Roberto Pena, IT Coordinator  
Mauricio Del Barrio, Director of Finance  
Jose Collazo, Special Projects Coordinator  
Bulmaro Cruz, Director of Modernization and Development  
Alfonso Trevino, CFP Coordinator  
Esmie Leyva, Project Manager  
Maria Gonzalez, Project Manager  
Mario Jasso, Consultant  
Attorney Doug Poneck  
Attorney Ricardo De Anda

**Others Present**

Yolanda Martinez, Central Resident Council

Amanda Pena

Gerardo Pena

Jesus Gonzalez

**4. CHAIRMAN'S COMMENTS**

Chairman Ceballos did not have any comments except, for the record, he mentioned that related to the Russell Terrace project, staff needed to be in touch with the right individuals in LISD on a weekly basis as they get the Russell Terrace Reconstruction Project going and to make sure they were talking to the right people so that there is no miscommunication.

Chairman Ceballos mentioned he learned through an LISD administrator that they were being advised they would lose 200 students and wherever that was coming from, it was misinformation and they needed to make sure there is not a panic going into the Summer because they would not have a way of communicating with the parents.

Chairman Ceballos mentioned he knew they had been in touch with some people at LISD and said it would be beneficial to get an update in writing to them as soon as possible so that the confusion did not go any further and said this came from somebody in one of the two schools that were there. He further stated to those who were part of the Russell Terrace team, Bulmaro, Alma, Bertha, to be aware they would be losing the parents in about three weeks, they would be gone for the Summer and also the teachers, some of the concerns were that teachers might be displaced and of course none of that was accurate and has not been accurate for about a year.

Chairman Ceballos stated that fortunately, the Interim LISD Superintendent was somebody that was aware of the Russell Terrace project, Bobbi Ramirez, who used to come to the meetings when they were dealing with the frustration at Russell Terrace and she might take over in early June; therefore, Chairman Ceballos said he would not like for them to get caught not having said something in official status.

Chairman Ceballos asked if they had anything to add.

Ms. Ortiz stated she had a meeting tentatively scheduled for Friday, May 19 next week and mentioned she spoke with the Principal at Tarver. Chairman Ceballos stated it should have been earlier because it was too long for this confusion for teachers thinking they may or may not have a job at that school, that was too far out, and added those were all his comments.

## **5. 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 this time. There will be a 3-minute limitation per speaker. (Texas Attorney General Opinion-JC-0169)

No Comments.

## **6. PRESENTATION BY CENTRAL RESIDENT COUNCIL**

Yolanda Martinez, Central Resident Council, informed they had some activities for Dia del Nino at Colonia Guadalupe and Ana Maria Lozano and that day they were going to celebrate Mothers Days. Chairman Ceballos mentioned they celebrate Mothers Day in Mexico and here on the Border and asked if she had anything to add. Ms. Martinez added that at this moment she would excuse herself for leaving the meeting in order to coordinate the celebration of Mothers Day.

Chairman Ceballos thanked Ms. Martinez and expressed his appreciation for coordinating Dia del Nino activities and for attending the meeting.

## **7. ACTION ITEMS**

Chairman Ceballos mentioned there is a grievance they needed to hear, but mentioned he preferred waiting for Commissioner Dr. Rodriguez to come in to entertain it, so they continued with item 7A.

- A. Discussion and possible action related to Casa Verde tax credit project and related application for construction payment #5 to the Laredo Housing Facilities Corporation for approximately \$1.9 million.

Chairman Ceballos asked Ms. Ortiz, Acting/Interim Executive Director to provide background on this item.

Ms. Ortiz, informed that the contruction draw 5 was for March, 2017 and at this time they had not closed on the Casa Verde construction loan and stated Mr. Brown contacted her to see if it was possible for us to go ahead and fund this last draw, not including the contractor's profit and overhead, because they were coming up for another draw for the month of April which should be funded with the loan once they close, but for the meantime they were requesting that we pay for this, which is about \$1.877 million. Ms. Ortiz also mentioned, they had previously received authorization from the Board to fund \$1.9 million and so far they have spent approximately \$1.6 million including draws 1 – 4, and the performance and payment bond, the insurances and also the CD to back up the



Letter of credit for the City of Laredo, all of that adds up to \$1.6 million and now this \$1.877 million is additional.

Chairman Ceballos asked for the fund balances for the different accounts. Ms. Ortiz mentioned she did not bring the balances, but informed the Laredo Housing Facilities had \$2.3 million available. Chairman Ceballos mentioned he had e-mailed them asking them to be ready with the fund balances for each of these accounts because he knew it was going to come up. Chairman Ceballos asked what was restricted and non-restricted to use to pay the \$1.8 million and where they were going to pull the \$1.8 million, from what sources. Ms. Ortiz responded it would be from the Laredo Housing Facilities Corporation. Chairman Ceballos asked what was available in that account. Ms. Ortiz replied \$2.3 million. Chairman Ceballos asked if it was all unrestricted. Ms. Ortiz confirmed.

Chairman Ceballos stated, before taking action, he said to Vice-Chairman Dr. Garza and Commissioner Magallanes that he did not want to take action until they look at each of the account balances, and added he did not have reservations for approving and said he was part of that call and had asked Attorney Brown to at least agree for us to reduce the overhead, the request was actually for more than \$2 million, but he also wanted to make sure that everybody understood what the cash position was with the different accounts before they took any action, so if the request was for \$2.1 million with some of the overhead they reduced to \$1.8 million, so \$1.8 million plus \$1.6 million, it put them out \$3 million plus which was a lot of money to be out.

Chairman Ceballos stated that everybody believed from the Development team and the Consultants that they should be closing within 30 days, no less than 30 days, it was 30 days when they had the call, but Chairman Ceballos wanted to make sure staff presented the fund balances for each of the Corporations, particularly unrestricted which was important because they were about to engage on Russell Terrace, about to close on Russell Terrace too, probably within 60 days and they may need cash for that too so Chairman Ceballos wanted the Commissioners to understand what their position was.

Ms. Ortiz mentioned that once they closed on the construction loan, they would get all those monies back reimbursed, she considered within 30 days between the issuing out the payment and closing to recuperate back the \$3.1 million.

Chairman Ceballos asked Mr. Cruz if he expected anything from Russell Terrace to be late ahead of closing.

Chairman Ceballos asked what was the level of restriction for each of the three corporations, if there was anything restricted. Ms. Ortiz responded everything was local money, the only one was the Development Corporation and stated she

would only consider Housing Development, Laredo Housing Facilities or Laredo Housing Opportunities. Chairman Ceballos asked if the \$1.6 million spent had come out of the Facilities. Ms. Ortiz confirmed. Chairman Ceballos asked for the balance. Ms. Ortiz responded \$2.6 million. Chairman Ceballos asked if that was the actual balance that day and available. They confirmed. Chairman Ceballos asked if they had posted the last draw. Ms. Ortiz confirmed. Chairman Ceballos mentioned it would \$2.6 million minus \$1.9 million if they authorized it.

Chairman Ceballos stated, for the record, Commissioner Dr. Marisela Rodriguez came in at this time, approximately 10:22 a.m.

Chairman Ceballos informed Commissioner Dr. Rodriguez they had an item before them, Item 7A to authorize an additional \$1.8 million, they were looking at the cash position for different corporations to be able to pay for this additional draw because they had not closed on the third party loan and they had been funding Casa Verde and added they had spent \$1.6 million which included the draws up to February, so they would be taking from Laredo Housing Facilities Corporation available balance of \$2.6 million and would be drawing roughly \$1.9 million, \$1.877 million.

Chairman Ceballos asked if they had any questions.

Vice-Chairman Dr. Garza asked how much they would be down to. Chairman Ceballos responded the balance would be \$700,000. Vice-Chairman Dr. Garza asked if they would be getting the money back in 30 days once they closed on the loan. Chairman Ceballos responded it would be part of the closing so the first draw would reimburse this expense.

Vice-Chairman Dr. Garza asked if there would be any issues approving it.

Ms. Ortiz responded she thought it was definitely doable and if the need be in a month or so they could transfer money from one of the other PFC's to Facilities if they needed to or use the other developments to fund other items.

Vice-Chairman Dr. Garza asked if all of it had to come out of Facilities.

Chairman Ceballos responded it did not, but it was the Corporation they had been using for Casa Verde, it would be consistent and he would not recommend drawing from other Corporation even though they could, to pay directly to the partnership, he said he would still go back Facilities to distribute those funds.

Chairman Ceballos mentioned the concern he had was that if there was a delay in closing Casa Verde, then the next draw might be higher, about 2 million plus, which would be a more serious decision and the developer was telling us they



should not expect to fund April's draw from our assets, that it would be post closing and would be funded by the third party investor. Chairman Ceballos added that he had not seen anything that led him to believe they would not close within the next few weeks, but he just wanted to make sure they had seen the numbers, obviously, there was more cash than the \$2 million, he said they needed to have a precautionary discussion so everybody understood.

Chairman Ceballos informed he visited the site two days ago because he liked for them to start to do random inspections and mentioned inspections were being done through the partnership on behalf of the owner. Chairman Ceballos stated everything looked good and said he had asked the staff to look at the front of the property to make sure that at minimum it blends with the neighborhood given some perceptions that come along being a low income housing, even though it is not a traditional low income housing, the houses around there are \$300,000.00 plus homes, they need to make sure that aesthetically they are at or above levels of what is around there and said they would be working on that.

Chairman Ceballos asked if there were any additional comments directly to Attorney Poneck, on the legal side. Attorney Poneck responded he had not heard anything, except from Rod and Mark Foster that tells him that it was not the course they should follow, so he said he believed they were in the right course in making the approval.

Chairman Ceballos stated there were weekly calls on the project that include Rod and the Attorneys for both Casa Verde and Russell Terrace on the HUD side and of course Mark Foster, the Tax Credit attorney, he was on those calls along with Ms. Ortiz, Mr. Cruz and the rest of the team.

**Chairman Ceballos motioned to approve item 7A presented by staff.**

**Commissioner Dr. Sergio Garza seconded the motion.**

**Motion passed unanimously.**

**B. Discussion and possible action related to the Russell Terrace revitalization preliminary architectural concept design.**

Chairman Ceballos stated Mr. Mario Jasso, LHA Consultant's contract was being finalized and an agreement was reached that morning. Chairman Ceballos wanted to specify for the record from last time it was approved subject to legal review, was that they as a public entity cannot indemnify and Chairman Ceballos wanted to make sure that was understood and also mediation and arbitration on the contract were non-binding. Mr. Jasso expressed he understood. The contract had not been signed, but as per staff, it was ready to be signed that morning and Chairman Ceballos wanted to make sure the Board was informed.

Mr. Jasso expressed appreciation all the effort on the contract to get it going.

Mr. Mario Jasso presented preliminary drawings on the project in reference to 138 units that would be replaced and he wanted to remind them it was going to be done on the existing slabs which causes limits on the layouts due to plumbing in the bathrooms and the kitchen, but would try to present a new look to the whole development. Mr. Jasso made a power point presentation and stated there would be three phases. The green area, phase 1, would consist of 138 units that would be replaced, the pink area were the 38 units that would actually be phase 3 and the orange area is phase 2 which consists of 24 units, which would also be remodeled.

Mr. Jasso explained the floor plan for unit A and stated they were making some changes, the majority would be finishes on the exterior and a higher roof, in the living area they would incorporate a cathedral ceiling so it would be more spacious.

Chairman Ceballos inquired how the square footage changed. Mr. Jasso responded it was the same square footage, which can not be changed, it is locked in.

Mr. Jasso replied it would be the same square footage which cannot be changed because the foundation is locked in. Mr. Jasso stated they want to develop a residential development that doesn't look the same brick color or roof color, it would give more of a subdivision feeling.

Mr. Jasso also presented on Russell Terrace B, two bedroom, one bath, and mentioned they were working with the way it was originally built, and those were the only ones that had three different colors, cathedral ceilings and windows at the top, and colors could still be chosen. The C model he said its a three bedroom, one bath and to the four bedroom model they were adding one bath right off the master bedroom, which would be handy for the master bedroom and were incorporating the additional bathroom into what used to be the porch area so there is not an increase in the square footage.

Chairman Ceballos inquired if all would be off street parking. Mr. Jasso confirmed.

Mr. Jasso stated that at this point he would like to be considered for the approval of the preliminary drawings so they can prepare initial drawings for the appraisal that will be looking at the cost, square footage, the finishes, and stated that typically the appraisal would predominantly look at the square footage, they would also want to know if it is brick or stucco.

Vice-Chairman Dr. Garza stated Russell Terrace is the site where there were a



bunch of dogs all over the place including some mean, vicious dogs and asked how the situation was going to be handled.

Ms. Ortiz mentioned a pet policy should be ready to bring up to the Board next meeting.

Vice-Chairman Dr. Garza inquired if the pet policy would be coming from HUD.

Ms. Ortiz replied the pet policy is local. Vice-Chairman Dr. Garza asked if HUD had a pet policy. Chairman Ceballos mentioned HUD has guidance, but they leave it up to each housing.

Chairman Ceballos brought up the fencing issue. He stated some people build fencing around the property and it creates the idea they would in housing forever and added the walkability was also a concern.

Vice-Chairman Dr. Garza mentioned his concern was that people should be able to walk to the parks on side walks through the neighborhood and not have to go around an entire block. Chairman Ceballos stated they would need to make a decision soon whether they keep the fencing in Russell Terrace and asked Commissioner Magallanes what she thought about the fences in Russell Terrace since she lives in Russell Terrace. Ms. Magallanes responded she would like to keep the fences. Vice-Chairman Dr. Garza asked why she wanted to keep the fences. Commissioner Magallanes responded because of break-ins and stray dogs, residents were not responsible of their dogs

Chairman Ceballos asked Commissioner Magallanes what if dogs would only be allowed to be indoors and nobody would keep an outside dog. Commissioner Magallanes agreed.

Chairman Ceballos stated there needs to be a decision whether to keep the fencing and look at whether dogs would be allowed only indoors and nobody would keep an outside dog.

Attorney De Anda mentioned about an incident many years ago when there was a rabies epidemic in the Sister City and the City Attorney made an effort to control animals giving tickets to people for having stray dogs and informed this particular young man that he needed to have a fence to have a dog. The young man responded he could not afford to have a fence because he was renting, then he was told he should not have a dog and he responded that he worked at night and somebody needed to take care of my wife and my children while I am gone. Attorney De Anda added that dogs in Laredo are more than pets, you need a fence so they do not roam around, but you want to keep in case somebody is roaming around.



Vice-Chairman asked if the fencing had to go all the way to the side walk. Chairman Ceballos stated currently did not in Russell Terrace, it goes to end of the house and added that in between the houses in the back it is not a fence, it is a walkway and it had been completely eliminated, they have sidewalks in the back which were meant for people to walk around and the utilities come through the back. Chairman Ceballos added public housing is not meant to be for 30 and 40 years, it is supposed to be transitional but they have institutionalized with fencing and all the policies that lead people to believe they were there forever.

Chairman Ceballos mentioned when they evaluate the policy to look at the city ordinance, now everyone is obligated to vaccinate the dogs, register the dog, and there some public housing units that have three or four dogs, so it is going to be complicated and then in addition, it would be the fencing decision, the fencing decision would need to be made and added Mr. Jasso might not ask for that decision today, but they will have to make it eventually.

Attorney De Anda mentioned as far as pet policy, they had free hand, anything from no pets at all to any restriction they wish to make, how many cats, how many dogs, how many combination of cats and dogs, for sure you can also require that they be vaccinated and every year they register with us and show proof of vaccination so they do not other residents in danger and even require pets be spayed.

Chairman Ceballos asked Mr. Jasso if he had designed Ana Maria Lozano. Mr. Jasso replied he had not. Chairman Ceballos asked which project he designed. Mr. Jasso replied Meadow Acres and Farm Labor. Chairman Ceballos asked Mr. Jasso why he did not include fencing. Mario Jasso replied it was an expense allowed by HUD just as air conditioning was not allowed. Chairman Ceballos mentioned he did not know the HUD requirements did not allow for air conditioning. Mr. Jasso mentioned it was an expense HUD would not fund and stated HUD allowed heating, but not cooling.

Chairman Ceballos asked if they could move to another item while Mr. Jasso prepared his presentation, and stated they would defer the item until they get ready and would move to item 7C.

- C. Discussion and possible action related to request by wireless communication company for pricing for potential placement of high-rise antenna at Senior Citizen's Home building.

Mr. Frank Lopez, Procurement Officer, introduced himself and mentioned that on April 20<sup>th</sup>, SWCWC, which is the contracting firm for Sprint, contacted them regarding a proposal to place an antenna on the roof top of the Senior Home and they met with them in the conference room and according to them they were the

top candidate of three which they had considered proposing to Sprint, since then Mr. Lopez had contacted them by phone and also via e-mail, last time being that morning and he stated they had met all criteria and the only piece of information they were waiting on was for us to come up with a figure as to how much they would want for the cost.

Chairman Ceballos asked if we had an antenna there before. Mr. Lopez confirmed, then Chairman Ceballos mentioned he had some procurement questions, that if it was not a soliciting proposal, rather they had come to us.

Mr. Lopez stated that they presented us a blank sample agreement which is basically a contract and the next step would be to present that contract with our number in the contract that we are seeking and from then, procurement would take over and look at the terms and get together with the Executive Director, as for now we had not taken any steps of formally procuring the process.

Chairman Ceballos asked Attorney Poneck whether state law allows us to engage in this type of service.

Attorney Poneck replied you were not spending public funds, you were being paid.

Chairman Ceballos mentioned a second question relates to pricing, what we were charging before and whether we know what they were paying other public entities.

Mr. Lopez stated it was his understanding, as per the construction message received, they were going to commence construction January, 2016, and mentioned the last payment received on May, 2016 was for an amount of \$1,568.00, so that was the monthly payment we were receiving from Cricket Communications.

Ms. Ortiz mentioned we were receiving roughly \$18,816.00 a year.

Vice-Chairman Dr. Garza asked what Sprint is going to do with the antenna.

Mr. Lopez answered they would be replacing the one at the Outlets.

Vice-Chairman Dr. Garza asked how they would price it.

Mr. Lopez mentioned Finance provided him a document dated 2014, which is a contract for the City of Laredo and Singular, Texas and they were receiving, for a similar antenna, a rental amount of \$19,296 for the year.



Chairman Ceballos mentioned they need revenue at the Senior Citizens and would make the Finance Director very happy.

Ms. Ortiz mentioned the previous contract was for 5 years and every year it would increase 2% every year.

Attorney De Anda recommended Mr. Lopez to try to talk to the person who prepared the contract for the City of Laredo so that he might get some ideas on how to price it.

Chairman Ceballos mentioned he assumed the Board would want to do the contract and asked if there would be a reason not to do it. Vice-Chairman Dr. Garza stated they needed to do it.

Commissioner Dr. Rodriguez mentioned she understood the need and added her concern was why they would limit it just to this one company and would to see different options if there were other companies interested before entering into a contract.

Attorney De Anda stated that was the reason he was suggesting to contact the City since they had already gone through this and might have information as to other companies that might be interested.

Mr. Lopez mentioned it was his understanding the company had been looking into this issue for about 18 months and they were ready to make a decision.

Attorney De Anda asked Mr. Lopez if he knew who the other contendants were.

Mr. Lopez mentioned the wireless company had considered the Hamilton Hotel and did not know who the third contendant was. Chairman Ceballos mentioned it could be the Laredo Transit System building. Mr. Lopez stated the company felt the Senior Citizens building is more favorable because there is existing equipment in the mechanical room that was not previously removed. Chairman Ceballos asked Commissioner Dr. Rodriguez if she preferred they contacted other companies to see if they would entertain placing an antenna at the Senior Citizens building. Commissioner Dr. Rodriguez stated she would preferred looking at other options before making a decision.

Vice-Chairman Dr. Garza mentioned there is a market and other companies were looking for space and stated that even if they do not go into this lease, there might be another available in six months.

Chairman Ceballos recommended approving the item subject to staff calling two or three more vendors to see if they would entertain placing an antenna, and go with this contract if there is no other vendor interested. Chairman Ceballos asked

when the last contract ended. Mr. Lopez replied it was May, 2016, and the antenna has already being removed.

Vice-Chairman Dr. Garza mentioned they were not the only company, there is a market and other people need space to put up their antennas, and stated that even if we do not go into this lease, there might be another one available in six months.

Chairman Ceballos recommended approving the item subject to staff making some calls to at least three companies to see if they would even entertain placing an antenna at the Senior Citizens, if there were no other options, Chairman Ceballos asked Commissioner Dr. Rodriguez if it would be what she would agree. Commissioner Dr. Rodriguez confirmed.

Attorney Poneck also mentioned there were some clauses regarding indemnity that would need to be negotiated, and would recommend approval subject to counsel. He also mentioned there might be some more negotiations and asked Mr. Lopez to communicate with Counsel and the Board in reference to the negotiations.

Chairman Ceballos mentioned his only concern was aesthetically and asked if the company had been invited to the meeting. Mr. Lopez responded they had not been invited and added there were based out of San Antonio.

**Chairman Ceballos motioned to enter into Executive Session to consult with Counsel in reference to this item.**

**Motion seconded by Vice-Chairman Dr. Garza.**

**Motion passed unanimously.**

Chairman Ceballos called all Board of Commissioners, Acting/Interim Executive Director Ms. Ortiz, Attorney Dough Poneck, Attorney De Anda and Frank Lopez, Procurement Officer to enter into Executive Session.

**Board went into Executive Session at 10:55 a.m.**

**Board returned from Executive Session at 11:10 a.m.**

**No action was taken in Executive Session.**

Chairman Ceballos entertained action on item 7C. and recommended and amendment to this item notifying that we can not indemnify as a public entity.



**Commissioner Magallanes motioned approve item 7C with the recommended amendment.**

**Chairman Ceballos seconded the motion.**

**Motion passed unanimously.**

- D. Discussion and possible action to authorize the contracting of a technical assistance consulting firm to assist staff with conducting a Section 8 Management Assessment Program (SEMAP) comprehensive review, in preparation for an upcoming HUD remote quality control monitoring review.**

Chairman Ceballos mentioned this monitoring would be happening in June and he has requested Ms. Ortiz to find a consultant to assist in any area for improvement or in preparation for the monitoring. He also mentioned HUD would not be here on site, the monitoring will be as remote review.

Jennifer Barrientos, Interim Section 8 Administrator, presented two quotes, one would be the Nelrod Company estimated at \$8,246.00 which would be on site reviewing files and indicators for certification and providing feed back for improvement. The second quote is the Optimal Performance Team which would do remote assessment, they would not come because they are based out of Miami, Florida, they would do it remotely, everything would need to be scanned and they would process the work there, their price is \$5,000.00. Two other companies were contacted, one, Nan McKay could not come due to short notice, the other one, Quadel Consulting said they could not come due to conflict of interest due to work they had done for us, a study for fair market rents. Chairman Ceballos asked what the conflict of interest would be. Ms. Barrientos mentioned HUD had contracted them to come and review.

Chairman Ceballos asked Ms. Barrientos who she would recommend. Ms. Barrientos replied she would recommend the Nelrod Company which would work on site and provide feed back for the future. Attorney Poneck asked who would be working directly with them. Ms. Barrientos replied it would be her and her staff, technicians and caseworkers, also the Quality Control Specialist who is Melinda Gavilanes and added the inspectors would also be involved. Chairman Ceballos asked who would be trained since this is an annual review. Ms. Barrientos responded Melinda Gavilanes would be trained. Chairman Ceballos asked if other persons could be trained and Ms. Barrientos responded the technicians could also be trained. Chairman Ceballos stated the work would be diminished if the technicians were trained specially since the would be bringing a Consultant.

Chairman Ceballos entertained a motion for item 7D.

Commissioner Dr. Rodriguez motioned to approve item 7D as presented by staff.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Chairman Ceballos motioned to recess from The Laredo Housing Authority Board of Commissioners meeting.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

After a brief recess Chairman Ceballos called the meeting back to order to The Laredo Housing Authority Special Board of Commissioners meeting for Wednesday, May 10, 2017 at 11:20 a.m. and will go to Item 7B, the presentation related to Russell Terrace Revitalization project.

Chairman Ceballos stated he added this item on the agenda because Mr. Jasso needed guidance to move forward.

Mr. Mario Jasso mentioned preliminary approval for the drawings and measurements of the concept presented needs to be considered so they can provide the information for the appraisal and needs to make sure they would not be modified later because it would get very complicated. Attorney Poneck asked Mr. Jasso then, if he would want approval for the concept he is presenting. Mr. Jasso confirmed adding so he can proceed with providing the information to the appraisal. Chairman Ceballos mentioned the appraisal takes approximately 30 days and it is needed to be approved by the bank.

Mr. Jasso made a power point presentation and reviewed the elevations, color changes, the exterior, brick, stone and stucco finish. Mr. Jasso mentioned it gives more value when it is brick, but would do both to give it a different look. Vice-Chairman Dr. Garza asked if there would be porches. Mr. Jasso confirmed and added the units would have the same floor plan, but would have different colors and materials on the exterior so they would not look the same.

Chairman Ceballos asked if there were any additional guidance for Mr. Jasso. Commissioners agreed with the design Mr. Jasso presented.

Chairman Ceballos entertained a motion to approve this item and for the discussion to be referenced in the Laredo Housing Authority Board of Commissioners meeting to approve this item as presented and as discussed in the Housing Authority meeting.

Chairman Ceballos entertained a motion to approve item 7B.



Vice-Chairman Dr. Garza motioned to approve item 7B as presented by staff.  
Commissioner Dr. Rodriguez seconded the motion.  
Chairman Ceballos stated for the record that Commissioner Magallanes confirmed.  
Motion passed unanimously.

Chairman Ceballos thanked Mr. Jasso for working with us and for his presentation.

Chairman Ceballos mentioned they would go into executive session to take item 8B first and made a motion to go into Executive Session to entertain items 8A & 8B, item 8B would be entertained first. Chairman Ceballos stated for the record, item 8A is discussion and possible action related to Payment in Lieu of Taxes and Item 8B discussion and possible action related the grievance request by employee Gerardo Pena.

Chairman Ceballos mentioned they have the option to do Item 8B in open session, but because it involves staff and some of the grievance includes staff, Mr. Ceballos considered it in the best interest for the staff to see this item in executive session.

Chairman Ceballos mentioned each person would be given time to present their side and Chairman Ceballos wanted to make clear it's not a question and answer back and forth, but the Board can ask questions. Mr. Ceballos stated it is not a trial, it is an administrative hearing.

Chairman Ceballos stated they would return from executive session until the consider both items.

Chairman Ceballos called all Board of Commissioners, Acting/Interim Executive Director Ms. Ortiz, Attorney Doug Poneck, Attorney Ricardo De Anda, Maria Hernandez, Assistant Director of Housing Management, and Maria Gonzalez, Project Manager, to enter into Executive Session.

Chairman Ceballos stated they would return from executive session after hearing both items.

**The Board went into Executive Session at 11:30 a.m**

**The Board returned from Executive Session at 11:35**

#### **8. EXECUTIVE CLOSED 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 Closed 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).

- A. Update by legal counsel, discussion and possible action related to Payment in Lieu of Taxes.
- B. Discussion and possible action related to the grievance requested by employee, Gerardo Pena.

Chairman Ceballos mentioned that in reference to Item 8A Update by legal counsel, discussion and possible action related to Payment in Lieu of Taxes, no action was taken.

Chairman Ceballos asked if there was action taken on Item 8B Discussion and possible action related to the grievance requested by employee, Gerardo Pena.

**Vice-Chairman Dr. Garza motioned to deny grievance requested by employee Gerardo Pena.**

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

**Motion passed unanimously.**

## **9. ADJOURNMENT**

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

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

**Motion passed unanimously.**

**Meeting adjourned at 12:40 p.m.**

  
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Jose L. Ceballos, Board Chairman

  
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Melissa Ortiz, Acting/Interim Executive Director