

Housing Authority of the City of Laredo
Regular Board of Commissioners Meeting
and Budget Workshop

Zoom Video Link:

<https://us02web.zoom.us/j/89959949709?pwd=ZE42NDM2LzB3aEVNZoybXZka3liZ09>

Call in Number: 1-346-248-7799

Webinar ID: 899 59340 3709

LHA Board Room

2000 San Francisco Ave.

Laredo, Texas 78040

Friday, March 18, 2022

12:15 P.M.

Board of Commissioners

Jose L. Ceballos, Board Chairman
Dr. Sergio D. Garza, Vice-Chairman
Anita L. Guerra, Commissioner

Dr. Marisela Rodriguez Tijerina, Commissioner
Gloria Ann Freeman, Resident Commissioner

The Board of Commissioners will convene for a Board meeting for discussion on the following matters (NOTE: A quorum of the Board will be physically present at this location, but up to two other Commissioners may attend by videoconferencing, as permitted by Tex. Gov't Code Section 551.127)

A-22-R-2

Minutes

March 18, 2022

1. CALL TO ORDER

Chairman Jose L. Ceballos called the meeting to order at 12:18 p.m. and thanked Commissioners and staff for being present.

2. INVOCATION PRAYER

Commissioner Ms. Freeman led them in prayer: "Dear Heavenly Father, today, as we gather for this meeting, we pray in your name that you protect all people throughout the globe of the atrocities of war; we pray that you protect our elected officials as they are confronted with heavy decisions; we pray for the safety of everyone driving our highways as they return from the Spring Break; we pray for our children that return to their classrooms next week and lastly, we pray for the health of those present and their families and as always, we thank you for the blessings that you bestow on us. In your name we pray, Amen."

Chairman Ceballos thanked Commissioner Ms. Freeman for the prayer.

3. PLEDGE OF ALLEGIANCE

Chairman Jose L. Ceballos led them in the recital of the pledge.

4. ROLL CALL AND DECLARATION OF QUORUM

Mrs. Gaona proceeded with roll call. Chairman Ceballos mentioned that Commissioner Ms. Guerra asked to be excused and that Commissioner Dr. Marisela Rodriguez Tijerina is present via zoom. Chairman Ceballos stated that they have a quorum present.

Commissioners Present

Jose L. Ceballos, Chairman
Dr. Sergio D. Garza, Vice-Chairman
Dr. Marisela Rodríguez Tijerina, Commissioner (zoom)
Gloria Ann Freeman, Resident Commissioner

Commissioners Absent

Anita L. Guerra, Commissioner

Staff Present

Mary Gaona, Executive Director
Jennifer Barrientos, Finance Director
Roberto Peña, IT Director
Alejandro Jimenez, Assistant to IT Director
Melissa Ortiz, Director of Section 8
Valeria Cabello, Procurement Officer
Jessica Martinez, Interim Public Housing Director
Sonia Flores, Senior Accountant
Bulmaro Cruz, Director of Construction Projects
Christy Ramos, Administrative Assistant
Maria Hernandez, Property Manager (zoom)
Evangelina Serrano, Assistant Property Manager (zoom)
Sara Vicharelli, Admissions Coordinator (zoom)
Melinda Gavilanes, Property Manager (zoom)
Kayla Moreno, Property Manager (zoom)
Laura Villalobos, Property Manager (zoom)
Veronica Alcala, Assistant Property Manager (zoom)
Ricardo De Anda, Attorney

Others Present

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

Chairman Ceballos stated that there were no citizens comments.

6. DISCLOSURE OF CONFLICTS OF INTEREST FOR BOARD OF COMMISSIONERS AND STAFF

Chairman Ceballos stated that there were no disclosures.

7. BUDGET WORKSHOP

Review and discussion of the Laredo Housing Authority's annual operating budgets for fiscal year ending March 31, 2023. The workshop will provide an overview of the proposed budget for the upcoming fiscal year.

Chairman Ceballos stated that, obviously, the purpose of today's meeting is to focus and review the proposed budget that has been prepared by the Director and team and mentioned that they have about two hours which he thinks should be sufficient and stated that they have one other item on the agenda and asked if they would want to bring that up first and then just go through the budget.

Chairman Ceballos stated that on item 7, they would go through the review and discussion of all the Housing Authority operating budget for the fiscal year and they will go through that presentation and then, they will get to the action item.

Chairman Ceballos moved to amend the order of the agenda to take up item 9B which is the one other action item.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Item 9B which is Discussion and possible action related to ratification of the award for RFP #2022-0215-1 Glass & Glazing Work for Building A (the two-story building) – COVID-19 Public Health & Safety Project to Midas Contractors LLC.

Mrs. Gaona presented to the Board and stated that on February 15th, they issued out an RFP for the glass and glazing work for the two-story building; they had one firm that submitted their bid; they were qualified, scored and they came in a little bit over budget, so being that it is time sensitive due to the changes in prices of materials, they asked to meet right away on the price so that they could guarantee it; therefore, Mrs. Gaona asked for authorization from the Board Chairman to go ahead and meet with the firm which is why they are bringing it for ratification. Chairman Ceballos asked Mrs. Gaona if work has started. Mrs. Gaona stated that the subcontractor has come in to take measurements and has asked for certain changes that the framers are doing so that they are able to order the material. Chairman Ceballos mentioned that it is all the glass that they are doing in that building which is a lot of glass, as they are opening the spaces instead of having as they walk in, everything be walls, so they will be able to see both from the public side, but also in between staff members they will have a better experience, so this is the glass part of the renovation.

Chairman Ceballos asked if there were any questions from the Board. Vice-Chairman Dr. Garza asked if it would be regular glass or flexi glass. Chairman Ceballos stated that it is regular glass and mentioned that they are going to have exterior doors and asked if they are in this contract.

Mrs. Gaona confirmed. Chairman Ceballos stated that they do have some automated doors that will be put in place and again, these are additional COVID resources that are being used, so there will be a separate entrance for the public and a separate entrance for the staff which will be automated glass doors and 90% of the job is just regular glass and asked if there would be some tempered glass or just all regular glass. Mrs. Gaona stated that tempered glass would be the bottom of the office. Chairman Ceballos stated that it would be bottom parts where they can get hit. Mrs. Gaona stated that so they can do the desks for when they open to the public. Chairman Ceballos stated that there would be some tempered glass where the public has inner activity.

Chairman Ceballos asked if there were any other questions or comments and mentioned that this is kind of administrative, just to make sure the Board has given the approval and stated that since Mrs. Gaona consulted with him, he will make the motion.

Chairman Ceballos moved to ratify this action and stated that work has not really started, but it will start soon.

Commissioner Ms. Freeman seconded the motion.

Motion passed unanimously.

The Board went back to the regular order of the agenda to item 8A, approval of minutes.

Chairman Ceballos moved to take item 7 and item 9A together; one part will be the presentation and at some point, they will get to the action which reads as follows: Discussion and possible action to approve the Operating Budget for Fiscal Year Ending March 31, 2023. For the Housing Authority and adopt the Resolution No. 22-R-03.

Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Jennifer Barrientos presented to the Board and stated that they have the upcoming operating budget starting April 1, 2022 to March 31, 2023 representing all the programs of the Housing Authority and said that the first one she would like to review is the COCC program and stated that they have revenue of \$1,563,098.83 with expenses of \$1,386,166.59 and a net profit of \$176,932.23 and mentioned that the revenues coming in for this program are from management fees, bookkeeping fees and asset management fees and informed that the management fees this year went up to \$57.01, the bookkeeping fees stayed at \$7.50 and the asset management fee is at \$10.

Ms. Barrientos informed that for Colonia Guadalupe they have revenue of \$1,699,076, expenses of \$1,658,645.45 and a profit of \$40,430.55. Chairman Ceballos asked what they are budgeting from Public Housing, percentage wise, at what rate they are operating. Ms. Barrientos stated that the dwelling rent, they are doing 98% and for the HUD subsidy they are doing 90% Chairman Ceballos asked if that is actual from prior years. Ms. Barrientos confirmed. Mrs. Gaona stated that this year, from the notice they got, they would not know until 60 days from yesterday exactly and they are looking to get funded at 98%. Chairman Ceballos stated to the Board that in the past that has been significantly less, so this year it is great and if he remembers correctly, they were in the high 70's at one point, for the Board to know, that the pledging that

is actually out for them to budget, it will be pretty much covered or at least 90%. Vice-Chairman Dr. Garza asked if it was 90% or 98%. Ms. Barrientos replied that it is 90% and that 98% is the dwelling rent which is the tenant rent, so once they get the finalized numbers, they would like to come back with the budget revision because Section 8 is tied to it as well and it will show them their pending for the year.

Ms. Barrientos mentioned that for Colonia Guadalupe they have a profit of \$40,430.55; at Russell Terrace they have revenue of \$1,386,000 with operating expenses of \$1,224,556.17 and a net profit of \$161,433.83 and mentioned that it may seem a little high in the net profit, but with the loan the corporation needs to have a debt service which is showing a 1.95% and it would be covering the 1.25% required; for Meadow Elderly which is a RAD property as well, they have \$207,900 of revenue and expenses of \$179,323.27 and net profit of \$28,576.73. Chairman Ceballos mentioned that the net income on Guadalupe seems very low and asked what they are plugging in that is different this year or if they are changing the mechanics. Ms. Barrientos mentioned that the little difference is the contracts with the bank as well on the interest rate which went down a percentage from when they took it to the Board last time; as well as the increase in salaries from last year to this year, stated Mrs. Gaona.

Chairman Ceballos mentioned that he remembers the net cashflow from Colonia Guadalupe was \$200K plus in prior years and stated that he knows they changed where they are booking things and asked if they would explain that. Mrs. Gaona stated that they started to book some material expenses and salary expenses for the reserve levels to be at a lower level for this coming year; therefore, if the funding goes up, they will probably come back and expend some more. Chairman Ceballos mentioned that he thinks the Board understands why they expend so that they utilize it in the needs of the agency as opposed to having to go to reserves where it is very restricted on any use. Mrs. Gaona mentioned that they are also looking at the defederalized, but there has already been talks out there about the possibility of them coming back and saying that they can access those funds.

Chairman Ceballos asked if they are booking any construction expenses for renovations that are pending. Mrs. Gaona stated that some of the material they are utilizing in the property, materials and equipment. Chairman Ceballos asked about anything for the upcoming building renovation, the demo and the retrofitting. Mrs. Gaona mentioned that for building B, not big amounts, but some of the minor equipment and stuff. Chairman Ceballos asked if they already booked what they approved before for electrical and lighting. Mrs. Gaona confirmed.

Ms. Barrientos stated that the next project they have is Rapid Rehousing and they have \$234,136 in revenue and they have to utilize all the expenses, if not, it gets returned back to HUD, so they will have the same expense, so net profit is zero. Chairman Ceballos asked if they are showing the grant equity, what they are putting in, if it is listed there. Ms. Barrientos stated that it is not; it is part of the benefits. Chairman Ceballos asked where he would see the amount they are contributing to that grant. Ms. Barrientos replied that it would be on the administrative salaries and benefits. Chairman Ceballos asked if the amount is \$10K, how much is their equity and how much they are providing for that grant. Ms. Barrientos stated that it is \$3,000, the security deposit. Chairman Ceballos thanked Ms. Barrientos.

Ms. Barrientos mentioned that at Los Balcones, the new apartment complex, they projected 9% of the square footage for each of the apartments and stated that for the student units they are doing \$75 per month negotiable and if they cannot pay, they will talk to the Executive Director for a waiver and also mentioned that they have an estimated revenue of \$138,788 and expenses \$100,355.08, leaving a net profit of \$38,432.92.

Vice-Chairman Dr. Garza mentioned that he does not know how Commissioner Dr. Rodriguez Tijerina feels, but he thinks that both of them had said that they wanted the Balcones Apartments for a student at LC or TAMIU that was literally just homeless; therefore, if they are homeless, they just cannot afford to pay rent. Chairman Ceballos mentioned that it was right and that they probably can do it today maybe if they have time, to bring up those rents because they have some operating cost, but they are also showing cashflow, so the cashflow is \$38K which is significant and mentioned that what Vice-Chairman Dr. Garza is getting at is that he thinks they had said zero, that they will not pay any rent. Ms. Barrientos stated that they went back to the Board minutes and found that it is \$75 per student.

Chairman Ceballos mentioned that this is an item he wanted to come back for two reasons: one, because he thinks that the city had the expectation that there was going to be diminished rents and they did and set them at the same rent as they did Tiny Homes or on a very similar scale and asked if they had those so that they could go through them if they are prepared for that; they were not. Chairman Ceballos asked Vice-Chairman Dr. Garza if he wanted them to have less of a contribution from the student or zero. Vice-Chairman Dr. Garza stated that he thought they had agreed to zero because of the fact that they are homeless and referred to what happened this past year and said that thank God they were able to save the student out on the street literally and they were able to be there for him. Vice-Chairman Dr. Garza asked Commissioner Dr. Rodriguez Tijerina if she recalls about the conversation. Commissioner Dr. Rodriguez Tijerina mentioned that they had that conversation, but does not have her notes with her, so she does not recall. Chairman Ceballos mentioned that they had an extended conversation and a lot of notes on it and asked when they would start housing there. Mrs. Gaona stated that they would like to start looking by the end of April to start May 1st.

Chairman Ceballos mentioned that they can bring the rents back to the Board and recommended to Mrs. Gaona and Ms. Barrientos to check with the city to see if they are also in agreement with the rental schedule because he thinks it is officially a transitional housing project and they have at least one person in Community Development that thinks it is very low rent and stated that it is not very low rent; it is .75 cents a square foot, if he remembers correctly. Mrs. Gaona stated that it is .90 cents. Chairman Ceballos stated that it is not all the way extremely low income; it is low income, but not all the way, so Chairman Ceballos suggested they double check that before they come to the Board so that they can finalize those rents and stated that it is a good thing that they are showing cashflow, but if they drop the rents which was his concern, but he had not seen this analysis, so he knows that he mentioned to all of them that they need to charge everybody something, but they are showing a lot of cashflow which is good because then, they can back into that. Mrs. Gaona mentioned that only because they do not know the cost of the utilities, they are estimating and she had mentioned to Vice-Chairman Dr. Garza that they are estimating since this is a new property and they do not know what those costs are going to come in and for the students, it covers the utilities.

Chairman Ceballos asked if they are done with that project and asked if they can keep those units on with air conditioning. Mrs. Gaona mentioned that they are connecting the meters. Mr. Cruz stated that he thinks it is going to be completed by next Tuesday and then they would need to complete the mechanical final inspection and the electrical final inspection. Chairman Ceballos asked if AEP is going to bill them for each individual apartment and if they can turn them on as soon as possible. Mrs. Gaona confirmed and stated that they already contacted their provider and they are going through us, so they will not take that long. Chairman Ceballos asked if they will provide internet to the students and possibly Wi-Fi the whole development. Mrs. Gaona confirmed.

Chairman Ceballos asked Vice-Chairman Dr. Garza if he would agree for them to come back with a fuller presentation. Chairman Ceballos asked Commissioner Dr. Rodriguez Tijerina if she is in agreement that it should be zero or close to zero or if students have some money that they should contribute and what were her thoughts. Commissioner Dr. Rodriguez Tijerina mentioned that she agrees with Vice-Chairman Dr. Garza, that when you are in need, you are in need, so they do not have the \$75 to spare, but they can look at it or they can provide incentives. Chairman Ceballos mentioned that if they get a job while they are there, it is a different story, but if they come in homeless and they are entirely homeless with nothing, just their back pack on their back, it makes sense, but if they are actually getting some income, it would be fair for them to contribute something which is how every other homeless program is; they pay a percentage. Commissioner Dr. Rodriguez Tijerina mentioned that she agrees. Chairman Ceballos mentioned that the case managers that work with these groups or clients, they can make these exceptions where maybe they are working, but they have expenses because they are paying for their vehicle or something and he thinks that this program allows for that flexibility, for them to do that. Commissioner Dr. Rodriguez Tijerina mentioned that at least at the beginning when they have no contribution and maybe no jobs and like Chairman Ceballos mentioned, once they get them started; then, they can start contributing, but when you are homeless, you are homeless and have absolutely nothing and she understands what Vice-Chairman Dr. Garza concern is. Chairman Ceballos mentioned that Bethany House has a \$50 minimum and sometimes it gets waived, or most of the time it gets waived, but it is kind of a standing commitment from them so that they work towards contributing to their own success, so to speak and mentioned that the item will come back.

Commissioner Ms. Freeman stated that she agrees with Vice-Chairman Dr. Garza and Commissioner Dr. Rodriguez Tijerina that they do have to pay something, but they cannot bill them as they would bill somebody that is not spending 70% of their day in classes versus an eight-hour workday because she did not graduate until 2015 from LCC and she had 100% financial aid and her social security check and at the end of the month, she was scraping for her meals at the college and her bus fare to and from college, so they need to find a happy medial for all of this and it is going to take a group or committee to sit down and decide what they would allow them to keep or build the rapport because it is tough and once you are at the study time, there really is no time to go to work and mentioned that it is serious because it took her one hour and a half to get to college and one hour and a half to get back from college plus her sitting time at the college because she did not have wi-fi, well, she had, but it was sketchy, so if she would have to go to work, when would she be able to go to work and mentioned that she

had night shifts somewhere and would be playing catch up the entire week because there was no sleep time. Vice-Chairman Dr. Garza mentioned that she was homeless and had no money and he knows that she is graceful, but at the same time, all of that is subconsciously in the back of her mind trying to study and learn all the stuff. Commissioner Ms. Freeman confirmed and mentioned that it affects her. Chairman Ceballos mentioned that this gives them an opportunity for them to walk the site and get a sense of what the unit looks like, in between now and when they bring this back and mentioned that he is in agreement and thinks that at some point, they should contribute something and thinks that it would be good, even if it is something nominal.

Vice-Chairman Dr. Garza mentioned that he would like some rules too. Chairman Ceballos stated that there have been drafts on those policies and they can cover that when they bring the finance part of it. Mrs. Gaona mentioned that in regards to this line item, they applied for the Webb County American Rescue Plan and they will see the \$65K for the counselor in there. Chairman Ceballos asked which column. Mrs. Gaona replied that it is on Balcones. Chairman Ceballos asked on which column and if it is one time. Mrs. Gaona stated that it is for three years and that the total grant is \$200K. Chairman Ceballos stated that it is great and mentioned that when they first started with this project, they talked about having onsite counseling and suggested that they may want to discuss that instead of housing the one bedroom; taking it back to serving this place for somebody that goes and has private space to counsel people that live there, so they take that off housing service, but they put it into supporting services and mentioned that they may want to discuss that and mentioned that he knows there was a committee set up to help with Balcones and if they actually are going to have a counselor, maybe the counselor would say no and mentioned that he does not think serving them there is the best thing, but they found out it is the best place, but there is only a one bedroom apartment in all of them, so they thought that instead of housing someone there, they would actually use it for services, so they can have a private space.

Mr. De Anda mentioned that in Los Balcones they have a \$30K revenue gain and the expenses which now shows 27% if they are considering a profit, so it seems to be working out as the number is concerned. Ms. Barrientos mentioned that those are estimations and that they will have actuals next year. Chairman Ceballos stated that they are adding \$60K in cash, but taking it out in admin and they may not which he does not know, so they need to make sure that it is correct and mentioned that they are going to be housing people in May and should be ready with service within two weeks, so Chairman Ceballos suggested to the Board that if they can, to make a trip there to take a look and asked if they are outfitted already. Mrs. Gaona confirmed and mentioned that they are waiting for the electricity and everything to be able to secure it so they can start moving in the furniture. Chairman Ceballos stated that they are going to brand it with both campuses, both entities.

In regards to Bernal Sunrise Courts Tiny Homes, Ms. Barrientos mentioned that they have projected revenue of \$14,400 and expenses of \$13,171.08 with a profit of \$1,228.92. Chairman Ceballos asked if they are going to rent them after all or if they are going to keep them for emergency. Mrs. Gaona mentioned that they want to try to start renting them and maybe leave one for emergency. Chairman Ceballos mentioned that they did not design them to be for emergency, but they are doing a lot for the community as an emergency housing and he thinks,

frankly, that it is a great use and knows that they are not making any money, but it is solving a lot, so he suggested that they discuss it internally and if they want to bring it back and change the policy from rental to emergency or mixed and mentioned that they approve them to rent them, but all of them make those calls asking if they can house someone because they have crisis around town and if they rent them, they are not going to have a go to and asked if Vice-Chairman Dr. Garza's inclination is to be emergency. The Commissioners agreed.

Ms. Barrientos mentioned that for AMP 3 which are Carlos Richter and Ana Maria Lozano projects, they have a revenue of \$1,483,256 with expenses of \$1,460,295.11 with a profit of \$22,960.89; for Senior Home they have a revenue of \$618,279 and expenses of \$606,690.58 with a profit of \$11,588.42; for AMP 5, Meadow Acres and South Laredo projects, they have a revenue of \$889,538 with expenses of \$837,881.11 and a profit of \$51,656.89; for Asherton, the revenue is \$165,651 with expenses of \$156,913.32 with a profit of \$8,737.68 and for Farm Labor they have \$215,305 as revenue and expenses of \$176,263.19 and a profit of \$32,969.81. In regards to Section 8, Ms. Barrientos mentioned that they are estimating \$12,643,645 with expenses of about \$12M, so whatever HAP they would be getting which is the housing assistance payment, they are expending the same amount and they have a profit of about \$42,146.57 and mentioned that the total HAP they are looking to get is \$11,350,290 and they are projecting 95% of listing and the rates for that is Column A which have been awarded, the administrative fees went up to \$67.59 and for Column B is \$63.08.

Chairman Ceballos stated that it is a great layout Ms. Barrientos did which is super easy to follow. Vice-Chairman Dr. Garza also mentioned that he likes it and congratulated Ms. Barrientos and mentioned that he had a question on one of the items to which Ms. Barrientos stated that they have a profit of \$617,095.45 and she mentioned that she met with him yesterday and said she did not remove the \$146K and that it is why they see the difference and mentioned that from the \$617K, the \$406,604.63 is defederalized.

Ms. Barrientos presented a summary of the proposed salaries and benefits and mentioned that in property management they have a difference, increasing it to \$78,582.40 for the salaries and the retirement is at 9%, so \$60K of that is retirement; the health insurance stayed the same rate this year, the \$623.19 and our TWC rate went down from a 2.8% to .10%; workers comp stayed at the same rate at \$.60 for clerical and \$5.77 for maintenance. Chairman Ceballos asked if she could repeat which one went up. Ms. Barrientos stated that it was the salaries and that from their actual proposed annual salary, it went up in the property management to \$78,582.40.

Ms. Barrientos mentioned that for the tenant services, they are increasing the salary by \$95,992; in property maintenance, they are increasing the salaries by \$180,739.20; leasing and occupancy \$59,420 and management \$63,024 so, the difference between last year and this year proposed is \$477,757.60. Chairman Ceballos asked if there is a difference column somewhere. Ms. Barrientos stated that there is not, but she could add it and send it again. Chairman Ceballos stated it is fine. Ms. Barrientos mentioned that the expenses are already incorporated within the packet. Chairman Ceballos mentioned that they are not looking at capital outlay and that they already did that in January. Mrs. Gaona mentioned that they will be coming back to the Board with the 2022 CFP and mentioned that they also are saying they are going to have an increase in the capital fund so, maybe they will be able to do so more projects with that.

Chairman Ceballos asked if there were any comments or questions, if anything needs to be added. Vice-Chairman Dr. Garza stated that he would like to know how Garza/Gonzalez & Associates were doing and if there were any issues. Ms. Barrientos mentioned that they did not have issues and stated that they did bring up some questions and they had to get clarification from HUD which was the only time they had any questions from them, but they had been cooperating with them. Chairman Ceballos asked if there were not done yet. Ms. Barrientos responded that they were not. Chairman Ceballos asked if it is because of COVID. Mrs. Gaona mentioned that it was due to COVID and also, they found some errors in the inner funding through the system, so Sonia Flores is going to work on finalizing those issues and getting them back to them, but also because of COVID they had turn around in the staff. Ms. Barrientos mentioned that also due to illnesses.

Chairman Ceballos asked Ms. Flores if her experience is a positive one with the auditing team. Ms. Flores responded that they have been very helpful and that she has not had any trouble. Chairman Ceballos stated that it is good to know. Vice-Chairman Dr. Garza asked about the issues last time. Mrs. Gaona mentioned that it was just that one issue they had with the utility allowance in Section 8 and the Asherton property, so unfortunately, they had to go to HUD to clarify it because they did not want to take their word for it, but they sent it to Mr. Pohler in HUD and he clarified it and then, they just sent it back to them. Vice-Chairman Dr. Garza asked if this is a recent issue or if it was an issue that happened in the past. Mrs. Gaona stated that it was a tenant file that they sampled and that she was not sure and would have to go back and check the prior records; she is not sure if they had pulled a Section 8 Asherton tenant before when they were sampling. Chairman Ceballos stated that he did not remember. Mrs. Gaona mentioned that maybe they sampled that tenant file this past year. Chairman Ceballos asked if it got resolved favorably. Mrs. Gaona and Ms. Barrientos confirmed.

Chairman Ceballos asked if the auditors are getting close to their fifth year. Ms. Barrientos confirmed and stated that they renewed the RFP again, so it is about the third or fourth year. Chairman Ceballos stated that they have already done the attorneys which has been renewed and that they are going to do the architects because they are reaching their fifth year too. Mrs. Gaona mentioned that it was the architects and the engineers. Ms. Barrientos mentioned that they have done more, but with the RFP, they issued another RFP and they did it again and was awarded to them.

Chairman Ceballos asked if there was anything they would like to add and asked if they had any money anywhere for processing a RAD application in their operations and mentioned that they obviously have net income. Ms. Barrientos mentioned that they have in reserves because they started talking about maybe doing that in Colonia Guadalupe and there are several options that they can have and they have a reserve \$5.57M. Chairman Ceballos mentioned that maybe, in visiting with HUD about letting them access those monies for planning, repositioning of Colonia Guadalupe or a RAD application. Ms. Barrientos mentioned that if he would like, she could give them the reserve amounts for each of the properties. Chairman Ceballos mentioned that he does not need them now, but wondered if the Board would like to hear them. Commissioners mentioned they did not. Chairman Ceballos mentioned that he was getting at RAD Colonia Guadalupe and also finishing up what they started here, particularly that building so they can

get their Board room finalized before this administration or this Board exits and stated that this has been a great Board room and mentioned that they had done a great job setting them up, but as they move BiblioTech, they are going to need space, so if they can finish at least part of it and get the staff that is planning to move into that building done and asked Mrs. Gaona where it would come from, if she could create a budget to tell them where. Mrs. Gaona mentioned that she can and that she knows they put about \$300K - \$400K in the Capital Fund for 2021 which is the one going through the environmental process right now, so as soon as that is released, they can access that funding to begin that section which will probably cost them a little bit more now than what they had projected when they first started. Chairman Ceballos mentioned that maybe Mrs. Gaona can bring that back with Balcones.

Chairman Ceballos stated for the Board Commissioners that are pending their appointment renewal, they would need to consider doing that if they are interested and mentioned that he knows they have talked about getting the airport supportive housing project done and starting the Colonia Guadalupe repositioning or RAD application and then finishing out the campus here and the BiblioTechs and added that it is a lot; it is construction and especially, as Bulmaro has learned way too well now, the renovation is just another issue; it is very different than new construction, so those are the things he would like them to plan for and execute and stated that they will not get Colonia Guadalupe done, but they can at least get the policy side of it done and the coordination with HUD started and mentioned that there will be some public input for sure which is going to be required, but he thinks that with Russell Terrace, people have appreciated the change and hopes the residents as well and mentioned that it has been an improvement; kids doing their homework in an airconditioned house is very different than in a non-air conditioned house and Commissioner Ms. Freeman also mentioned that instead of sitting in front of a fan and holding the paper down.

Chairman Ceballos asked Commissioner Dr. Rodriguez Tijerina from any comments and if they are ready to vote. Commissioner Dr. Rodriguez Tijerina stated that she did not have any comments and that she thinks they are good.

Vice-Chairman Dr. Garza moved to approve the Operating Budget as presented.

Chairman Ceballos seconded the motion.

Motion passed unanimously.

Chairman Ceballos thanked everybody that was part of preparing the budget and providing the information that was needed and mentioned that in terms of the presentation, he thinks that it was very easy to follow and that all the information was pretty transparent for anybody to follow, so he appreciates that and thanked everybody. Vice-Chairman Dr. Garza mentioned that BiblioTech at Ana Maria Lozano is very beautiful, nice and well done. Mrs. Gaona mentioned that they already received the plaque. Chairman Ceballos asked if they have it with them. Chairman Ceballos asked if it was too heavy to bring it. Mrs. Martinez mentioned that she can have somebody help bring it. Chairman Ceballos mentioned that it would be good so that the Board that is present could see it.

8. APPROVAL OF MINUTES

- A.** Approval of Minutes for Board of Commissioners meeting on January 28, 2022.

Chairman Ceballos stated that they have the minutes in the packet, as lengthy as they always are, and asked if there were any changes or edits. Chairman Ceballos asked who is typing the minutes and he was informed it is Mrs. Sosa. Chairman Ceballos mentioned that he appreciates the formality of her typing which has been very consistent through their Board term. Commissioner Ms. Freeman stated that she has some verbatim. Chairman Ceballos mentioned that they are probably one of the few organizations that is still doing it.

Vice-Chairman Dr. Garza moved to accept the minutes for Board of Commissioners meeting on January 28, 2022.

Commissioner Ms. Freeman seconded the motion.

Motion passed unanimously.

Chairman Ceballos stated that they will now go to item 7.

9. ACTION ITEM

- A.** Discussion and possible action to approve the Operating Budget for Fiscal Year Ending March 31, 2023, for the Housing Authority of the City of Laredo and adopt Resolution No. 22-R-03.
- B.** Discussion and possible action related to the ratification of the award for RFP #2022-0215-1 Glass and Glazing Work for Building A-COVID-19 Public Health & Safety Project to Midas Contractors LLC.

10. 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).


11. ADJOURNMENT

Chairman Jose L. Ceballos moved to adjourn the meeting.


Vice-Chairman Dr. Garza seconded the motion.

Motion passed unanimously.

Meeting adjourned at 1:06 p.m.



Jose L. Ceballos, Chairman



Mary Gaona, Executive Director